

TOWN COUNCIL AGENDA  
COMMUNITY CULTURAL CENTER AUDITORIUM / MICROSOFT "TEAMS"  
50 Chapman Place  
EAST HARTFORD, CONNECTICUT  
August 15, 2023

7:00 PM Executive Session  
7:15 Public Hearing re: Town Building Renovations Bond Referendum

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This Town Council meeting is accessible through "Microsoft Teams" [929-235-8441](tel:929-235-8441)  
**Conference ID:** 189 367 493# **or** [Click here to join the meeting](#)

Pledge of Allegiance 7:30 p.m.

1. CALL TO ORDER
2. AMENDMENTS TO AGENDA
3. RECOGNITIONS AND AWARDS
4. OPPORTUNITY FOR RESIDENTS TO ADDRESS THE COUNCIL ON AGENDA ITEMS
  - A. Other Elected Officials
  - B. Other Residents
  - C. Mayor
5. APPROVAL OF MINUTES
  - A. August 1, 2023 Executive Session
  - B. August 1, 2023 Regular Meeting
6. COMMUNICATIONS AND PETITIONS
7. OLD BUSINESS
8. NEW BUSINESS
  - A. Town Building Renovations Bond Referendum
  - B. Memorandum of Understanding with CT Judicial Brance re: State of Connecticut Youth Services Prevention Grant
  - C. Hartford Judicial District Local Interagency Services Team (LIST) Grant
  - D. Agreement with State of CT and the University of Connecticut re: Strategic Prevention Framework for Prescription Drug (SPF Rx) Initiative
  - E. Department of Emergency Services and Public Protection (DESPP) Federal Fiscal Year 2022 State Homeland Security Grant Program
  - F. US Department of Justice 2023 Justice Assistance Grant Program Application
  - G. Bid Waiver: OpenGov Inc., Citizen Self Services Record Keeping Software Contract
  - H. Amusement Permit Application: Dad Hero Community Day
9. OPPORTUNITY FOR COUNCILLORS TO DIRECT QUESTIONS TO THE ADMINISTRATION

10. COUNCIL ACTION ON EXECUTIVE SESSION MATTERS

- A. The pending Superior Court Action known as Li Duo Zeng v Matthew Barrera, et al., Docket No. HHD-CV-22-6158016-S.

11. OPPORTUNITY FOR RESIDENTS TO SPEAK

- A. Other Elected Officials
- B. Other Residents
- C. Mayor

12. ADJOURNMENT (next meeting: August 15, 2023 at Community Cultural Center)

*Robert J. Park*

Community Cultural Center Room 111 2023 AUG -2 AM 10: 26

August 1, 2023

TOWN CLERK  
EAST HARTFORD

EXECUTIVE SESSION

PRESENT Chair Richard F. Kehoe, Majority Leader Sebrina Wilson, Minority Leader John Morrison, Councilors Angela Parkinson, Harry O. Amadasun, Jr. Awet Tsegai, Thomas Rup and Travis Simpson (arrived 7:10 pm)

ABSENT Vice Chair Donald Bell, Jr.

ALSO Mayor Michael P. Walsh  
PRESENT Melissa McCaw, Chief Operating Officer and Director of Finance  
Robert Fitzgerald, Assistant Corporation Counsel

CALL TO ORDER

Chair Kehoe called the meeting to order at 7:01 p.m.

MOTION By John Morrison  
seconded by Awet Tsegai

to go into Executive Session to discuss:

- A. The pending property loss claim of Sherri Bennett regarding personal property located at 860 Main Street.
- B. The pending property loss claim of Christy Miles regarding personal property located at 860 Main Street.
- C. The pending property loss claim of Justin Smith & Vimary Ortiz regarding personal property located at 860 Main Street.
- D. The pending property loss claim of Alexandra Baron regarding personal property located at 860 Main Street.
- E. The pending property loss claim of Marouf Assindo regarding personal property located at 860 Main Street.
- F. The pending property loss claim of Marquise J. & Iyana Beck regarding personal property located at 860 Main Street.
- G. The pending property loss claim of Walberto Cruz & Beata I. regarding personal property located at 860 Main Street.
- H. The pending property loss claim of Sharon Mbaye regarding personal property located at 860 Main Street.
- I. The pending property loss claim of William Kelly regarding personal property located at 860 Main Street.

Motion carried 7/0

MOTION By John Morrison  
seconded by Awet Tsegai

to go back to Regular Session.

Motion carried 8/0

ADJOURNMENT

MOTION By John Morrison  
seconded by Awet Tsegai

to adjourn at 7:13 p.m.

Motion carried

Attest



Richard F. Kehoe  
Town Council Chair

EAST HARTFORD TOWN COUNCIL  
COMMUNITY CULTURAL CENTER AUDITORIUM

August 1, 2023

*Robert J. Bell*  
2023 AUG -4 AM 10:17  
TOWN CLERK  
EAST HARTFORD

PRESENT Chair Richard F. Kehoe, Vice Chair Don Bell (via Teams) Majority Leader  
Sebrina Wilson, Minority Leader John Morrison, Councilors Angie  
Parkinson, Awet Tsegai, Travis Simpson, Thomas Rup and Harry  
Amadasun, Jr.

ALSO Mayor Michael P. Walsh  
PRESENT Melissa McCaw, Chief Administrative Officer and Finance Director  
Laurence Burnsed, Director of Health and Social Services  
Eileen Buckheit, Development Director  
Anthony Lazzaro, Deputy Director & General Counsel,  
Capital Region Development Authority (via Teams)

CALL TO ORDER

Chair Kehoe called the meeting to order at 7:31 pm. The Chair stated that this meeting was also available to the public through the "Teams" platform.

The Chair announced the exit locations in accordance with Connecticut General Statutes §29-381, after which the Council joined him in the Pledge of Allegiance.

AMENDMENTS TO THE AGENDA

MOTION By Sebrina Wilson  
seconded by John Morrison  
  
to remove item 8E2: Springfield College "Clinical/Practical Education  
Experience" from the agenda.

Motion carried 9/0

RECOGNITIONS AND AWARDS

OPPORTUNITY FOR RESIDENTS TO ADDRESS THE COUNCIL ON AGENDA ITEMS

Nancy Parandes, 32 Washington Avenue, voiced concern over safety due to the inability of vehicles including emergency vehicles to traverse Washington Avenue because of several feet of water in the road in front of her home during the recent storm and made note of a damaged catch basin along the road.

Vanessa Jenkins, 26 Suffolk Drive, requested clarity regarding the budget for the Registrars of Voters office and the time frame contained in the ordinance for the salaries of these officials.

Mayor Walsh

- wished all a good evening
- First Responder Youth Academy at Goodwin University recently graduated 16 East Hartford Students with the potential for several graduates to eventually become East Hartford first responders.
- 8 business tenants of Silver Lane Plaza will be served a second time with documents regarding requirements for evacuation of the premises and compensation.
- Bids for the redevelopment of Church Corners Inn are due on August 2<sup>nd</sup>.
- Saturday's inaugural Latin Festival was a success but was cut short for time due to the weather. Administration is planning to hold a second event in September.
- The East Hartford mosquito control program has been in effect since April with the goal to help reduce mosquito counts in the area. Due to the constant rain in July, mosquito control efforts have been ineffective as the rain washes away the application. Town will continue to conduct control efforts especially in the hard hit Keeney Cove area.
- Due to a pool filter breakdown and difficulty obtaining parts, Drennan Pool in East Hartford is closed until further notice.
- The East Hartford Fire Department has received the American Heart Association's EMS GOLD achievement award for their life-saving efforts.
- GoNetspeed announced plans to bring its fiber internet service by this winter to the MacAuliffe Park area of Town.
- East Hartford's Greater Together Community Fund has released an open call for project proposals. All projects must benefit the residents of East Hartford.
- East Hartford Back to School Rally will be held Thursday August 17<sup>th</sup> at East Hartford Town Green
- The final Sounds of Summer concerts will be held on Thursdays August 10<sup>th</sup> and 24<sup>th</sup> at Great River Park.
- Sargeant Carolina Trochez was recognized by Colombianos Unidos en Connecticut as the first Latina/Hispanic female supervisor in East Hartford Police Department history.

APPROVAL OF MINUTES

July 11, 2023 Public Hearing

MOTION By Sebrina Wilson  
seconded by Travis Simpson

to **approve** the minutes of the July 11, 2023 Public Hearing.

Motion carried 9/0

July 11, 2023 Regular Meeting

MOTION By Sebrina Wilson  
seconded by Travis Simpson

to **approve** the minutes of the July 11, 2023 Regular Meeting.

Motion carried 9/0

COMMUNICATIONS AND PETITIONS

OLD BUSINESS

NEW BUSINESS

Memorandums of Understanding with Capital Region Development Authority

State Grant Funds for Silver Lane Plaza Project

MOTION By Angie Parkinson  
seconded by Tom Rup

to adopt the following resolution:

**WHEREAS**, Pursuant to Public Acts 17-2 June SS § 408(e)(2) and 20-1 §13(g), the Town has been allocated a Grants-In-Aid (the "Grants") by the State of Connecticut Bond Commission in the amounts of Five Hundred Thousand Dollars (\$500,000) and Ten Million Dollars (\$10,000,000), respectively, to assist with the development and redevelopment of the Silver Lane corridor and the Silver Lane Plaza (the "Silver Lane Plaza Project"), which funds may be used for the purchase and redevelopment of Silver Lane Plaza, public infrastructure, and other developmental improvements including, but not limited to, site preparation, drainage, public utilities, lighting, sidewalks, roadways, and parking lots.

**WHEREAS**, the sum of Five Million Five Hundred Twenty-Seven Thousand Eight Hundred Thirty-Six and 67/100 Dollars (\$5,527,836.67) remain from such State of Connecticut funds ("Grant Funds").

**WHEREAS**, the Town requires assistance with the administration of the Grant Funds and the undertaking of the Silver Lane Plaza Project; and

**WHEREAS**, as provided by Connecticut General Statutes § 32-602(a)(8), the Capital Region Development Authority's ("CRDA") purpose includes: "upon request from the legislative body of a city or town within the capital region, to work with such city or town to assist in the development and redevelopment efforts to stimulate the economy of the region and increase tourism; "and

**WHEREAS**, the Town would like to utilize the services of CRDA such that CRDA will act as the Town's manager and grant administrator for the Silver Lane Plaza Project ("Grant Administration Services"); and

**WHEREAS**, it is in the best interests of the Town to contract with CRDA to perform Grant Administration Services given its experience and expertise in grant administration and project management;

**NOW THEREFORE BE IT RESOLVED:** That the Town Council waive the bidding requirements of Town Ordinances Section 10-7, and authorize the Mayor to enter into

a Memorandum of Understanding with CRDA relating to Grant Administration Services with respect to the Silver Lane Plaza Project, as well as all other documents deemed necessary by the Office of Corporation Counsel to effectuate such Memorandum of Understanding.

*On call of the vote, the motion carried 9/0*

Town Bond Funds for Silver Lane Corridor

MOTION By Angie Parkinson  
seconded by Awet Tsegai

to adopt the following resolution:

**WHEREAS**, On June 1, 2018 and June 30, 2023, respectively, the State Bond Commission authorized and reauthorized and transferred the unexpended funds from various Department of Economic and Community Development projects to the Capital Region Development Authority ("CRDA") to provide a grant-in-aid to the Town for public infrastructure improvements and redevelopment along the Silver Lane and Rentschler Field corridor, including but not limited to, property acquisition, demolition, remediation, and the creation of residential housing (the "DECD Grant") ; and

**WHEREAS**, the Town purchased those certain pieces or parcels of real property, with all buildings and other improvements thereon and all appurtenances thereto, including but not limited to access and rights of way, known as 936 Silver Lane, 942 Silver Lane, 944 Silver Lane, 960 Silver Lane, 285 Forbes Street Rear and 291 Forbes Street in the Town of East Hartford and State of Connecticut (the "Property"), demolished the buildings on the Property, undertook environmental remediation at the Property, and is working with a developer to redevelop the Property into residential housing (the "Project"); and

**WHEREAS**, the Town has Three Million Dollars (\$3,000,000) of Town bond funds to utilize in connection with the Project (the "Town Grant"); and

**WHEREAS**, the Town requires assistance with the administration of the DECD Grant and the Town Grant (collectively the "Grant") and the undertaking of the Project; and

**WHEREAS**, as provided by Connecticut General Statutes § 32-602(a)(8), the CRDA's purpose includes: "upon request from the legislative body of a city or town within the capital region, to work with such city or town to assist in the development and redevelopment efforts to stimulate the economy of the region and increase tourism; and

**WHEREAS**, pursuant to a January 2, 2019 Memorandum of Understanding, the Town has utilized the services of CRDA to perform grant administration services and other property management services ("Grant Administration Services") with respect to the DECD Grant; and

**WHEREAS**, it is in the best interests of the Town to amend and restate the January 2, 2019 Memorandum of Understanding to include the Town Grant in CRDA's Grant Administration Services;

**NOW THEREFORE BE IT RESOLVED:** That the Town Council waive the bidding requirements of Town Ordinances Section 10-7, and authorize the Mayor to enter into an Amended and Restated Memorandum of Understanding with CRDA relating to Grant Administration Services with respect to the Project, as well as all other documents deemed necessary by the Office of the Corporation Counsel to effectuate such Amended and Restated Memorandum of Understanding.

*On call of the vote, the motion carried 9/0*

State Grant Funds for Infrastructure Improvements

MOTION By Angie Parkinson  
seconded by Awet Tsegai

to adopt the following resolution:

**WHEREAS**, the Town has been awarded the following State of Connecticut grants-in-aid (the "Grants"):

- (a) Seven Million Dollars (\$7,000,000) for public infrastructure and other developmental improvements including, but not limited to, a parking garage located in the vicinity of the Founders Plaza on East River Drive in East Hartford; (the "Founders Plaza Project");
- (b) Four Million Dollars (\$4,000,000) to finance storm water drainage improvements in the area around the Goodwin University riverfront campus (the "Storm Water Project");
- (c) One Million Eleven Thousand Eight Hundred Eighty-Six and 56/100 Dollars (\$1,011,886.56) for infrastructure improvements along Silver Lane in the vicinity of Rentschler Field (the, "Silver Lane Project"); and
- (d) Two Million Three Hundred Forty Thousand Dollars (\$2,340,000) for improvements in and around Great River Park (the "Park Project") and the demolition or redevelopment of vacant buildings located within the Town (the "Demolition Project"); and

**WHEREAS**, the Town requires assistance with the administration of the Grants and the undertaking of the Founders Plaza Project, the Storm Water Project, the Silver Lane Project, the Park Project and the Demolition Project, (collectively, the "Projects"); and

**WHEREAS**, as provided by Connecticut General Statutes § 32-602(a)(8), the Capital Region Development Authority's ("CRDA") purpose includes: "upon request from the legislative body of a city or town within the capital region, to work with such city or town to assist in the development and redevelopment efforts to stimulate the economy of the region and increase tourism;" and

**WHEREAS**, pursuant to an October 16, 2018 Memorandum of Understanding, the Town has utilized the services of CRDA such that CRDA has acted as the Town's manager for the Projects, assisting with the planning, design, bidding, contracting,

contractor payments, monitoring, and other activities associated with the Projects ("Grant Administration Services"); and

**WHEREAS**, since entering into the October 16, 2018 Memorandum of Understanding, the State of Connecticut grant-in-aid for the Founders Plaza Project has increased by Six Million Five Hundred Thousand Dollars (\$6,500,000) to an aggregate grant in aid of Seven Million Dollars (\$7,000,000); and

**WHEREAS**, it is in the best interests of the Town to Amend and Restate the October 16, 2018 Memorandum of Understanding with CRDA to include Grant Administration Services for this additional Six Million Five Hundred Thousand Dollars (\$6,500,000);

**NOW THEREFORE BE IT RESOLVED:** That the Town Council waive the bidding requirements of Town Ordinances Section 10-7, and authorize the Mayor to enter into an Amended and Restated Memorandum of Understanding with CRDA relating to Grant Administration Services with respect to the Projects, as well as all other documents deemed necessary by the Office of Corporation Counsel to effectuate such Amended and Restated Memorandum of Understanding.

*On call of the vote, the motion carried 9/0*

Application for Immunization and Vaccines for Children COVID-19 Supplement Grant

MOTION By Harry Amadasun  
seconded by Tom Rup

to adopt the following resolution:

**WHEREAS**; the Centers for Disease Control (CDC) has made funding available through the Connecticut Department of Public Health (DPH) to support local public health efforts, and;

**WHEREAS**; the purpose of these funds is to enhance local public health efforts to support immunization activities and media campaigns to help educate residents on the importance of vaccinations in the mitigation of serious illnesses.

**NOW THEREFORE LET IT BE RESOLVED**; that Michael P. Walsh, Mayor of the Town of East Hartford, is authorized to make application to, and execute and approve on behalf of this corporation, any and all documents, contracts, and amendments as may be required by DPH as they pertain to this CDC Immunizations and Vaccines for Children COVID-19 Supplement funding.

*On call of the vote, the motion carried 9/0*

Agreement between Town of East Hartford and CT Department of Agriculture re: "2023 Certified CT Grown" Program for the Farmers' Market

MOTION By Harry Amadasun  
seconded by John Morrison

to **allow** Health and Social Services Director Laurence Burnsed to enter into an agreement with the Connecticut Department of Agriculture (DoAg) that permits the Town of East Hartford to serve as a “2023 Certified CT Grown” Farmers’ Market as detailed in a memo from Mayor Michael P. Walsh to Town Council Chair Richard F. Kehoe on July 20, 2023.

Motion carried 9/0

Agreements between Town of East Hartford and End Hunger CT!

CT Fresh Match Program for Farmers’ Market

MOTION By Harry Amadasun  
seconded by Tom Rup

to **approve** the Town of East Hartford to enter into a Memorandum of Understanding with End Hunger CT! (EHC!) to enroll the Town of East Hartford’s Farmers’ Market into the CT Fresh Match grant program as detailed in a memo from Mayor Michael P. Walsh to Town Council Chair Richard F. Kehoe on July 20, 2023.

Motion carried 9/0

CT True Match Program for Farmers’ Market

MOTION By Harry Amadasun  
seconded by Awet Tsegai

to **approve** the Town of East Hartford to enter into a Memorandum of Understanding with End Hunger CT! (EHC!) to enroll the Town of East Hartford’s Farmers’ Market into the CT True Match grant program as detailed in a memo from Mayor Michael P. Walsh to Town Council Chair Richard F. Kehoe on July 20, 2023.

Motion carried 9/0

Department of Youth Services’ Affiliation Agreements Regarding Interns

University of Connecticut “In-State Educational Training”

MOTION By Awet Tsegai  
seconded by John Morrison

to **allow** the Town of East Hartford to enter into an In-State Student Educational Training Affiliation Agreement with the University of Connecticut School of Social Work from August 1, 2023 to July 31, 2028 as detailed in a memo from Cephus Nolan, Youth Services Director to Mayor Michael P. Walsh on July 26, 2023.

Motion carried 9/0

Springfield College “Clinical/Practical Education Experience”

*This item was removed from the agenda.*

Bid Waiver: CoStar Commercial Real Estate Database Subscription

MOTION By Angie Parkinson  
seconded by Awet Tsegai

in accordance with Section 10-7(c) of the Town of East Hartford Code of Ordinances, the Town Council allow Mayor Michael P. Walsh to renew the Town’s subscription to the CoStar database of commercial real estate with an expected cost of \$5,740.56 for fiscal year 2023-24.

Motion carried 9/0

Bid Waiver: UConn Masters of Public Policy Internship Program

MOTION By Awet Tsegai  
seconded by Tom Rup

in accordance with Section 10-7 (c) of the Town of East Hartford Code of Ordinances, the Town Council **approve** the Town of East Hartford to contract with the University of Connecticut Masters of Public Policy Department for the FY2023-24 internship program in the Internship and Professional Practice Program at a cost of \$17,250 which includes salary, health insurance and professional development.

Motion carried 9/0

Setting a Public Hearing Date of August 15, 2023 re: Town Building Renovations Bond Referendum

MOTION By Sebrina Wilson  
seconded by Tom Rup

to **set** a Public Hearing Date of Tuesday August 15, 2023 @ 7:15 p.m. in the Community Cultural Center Auditorium and via the Teams platform to hear public comment on the proposed Resolution Authorizing the Issuance of \$6,200,000 Bonds of the Town for the Planning, Design, Acquisition, Reconstruction, and Equipping of Improvements to Town Buildings and Pending the Issuance Thereof the Making of Temporary Borrowings for Such Purpose.

Motion carried 9/0

Referral to Personnel and Pensions Subcommittee re: Recommended Changes in Job Description for Network Systems Administrator (IT Department) and Job Description, Pay Grade, and Title for Accounts Clerk III (Tax Department)

MOTION By Awet Tsegai

seconded by Tom Rup

to refer to the Personnel and Pensions Subcommittee requested changes in Job Description for Network Systems Administrator (IT Department) and requested changes in Job Description, Pay Grade, and Title for Accounts Clerk III (Tax Department) as provided in a memo from Mayor Michael P. Walsh to Richard F. Kehoe, Town Council Chair dated July 20, 2023 with instructions to review the positions and report back to the full Council with its recommendations, if any.

Motion carried 9/0

Refund of Taxes

MOTION By Harry Amadasun  
seconded by Travis Simpson

to approve a total refund of taxes in the amount of \$15,914.22 pursuant to Section 12-129 of the Connecticut General Statutes.

Motion carried 9/0

Bill	Name/ Check payable to:	Address	City/State/Zip	Prop Loc/Vehicle Info.	Over Paid
2019-04-0082090	EAN HOLDINGS LLC	8 ELLA GRASSO TPKE	WINDSOR LOCKS, CT 06096	2020/1FDUF4HT2LDA03142	-5.00
2021-03-0060425	EAN HOLDINGS LLC	8 ELLA GRASSO TPKE	WINDSOR LOCKS, CT 06096	2020/1G1ZD5ST1F0D5895	-146.72
2021-03-0060437	EAN HOLDINGS LLC	8 ELLA GRASSO TPKE	WINDSOR LOCKS, CT 06096	2020/1N48L4BV6LC151983	-279.01
2021-03-0060452	EAN HOLDINGS LLC	8 ELLA GRASSO TPKE	WINDSOR LOCKS, CT 06096	2020/KNMAT2MV5LP513270	-308.71
2021-03-0060458	EAN HOLDINGS LLC	8 ELLA GRASSO TPKE	WINDSOR LOCKS, CT 06096	2020/1N48L4BV5LC193979	-185.81
2021-03-0060460	EAN HOLDINGS LLC	8 ELLA GRASSO TPKE	WINDSOR LOCKS, CT 06096	2020/1N48L4CV5LC196993	-100.82
2021-03-0060466	EAN HOLDINGS LLC	8 ELLA GRASSO TPKE	WINDSOR LOCKS, CT 06096	2019/3N1AB7AP4KY448286	-323.79
2021-03-0060474	EAN HOLDINGS LLC	8 ELLA GRASSO TPKE	WINDSOR LOCKS, CT 06096	2019/2C4RDGCG5KR797755	-50.68
2021-03-0060492	EAN HOLDINGS LLC	8 ELLA GRASSO TPKE	WINDSOR LOCKS, CT 06096	2020/2T3P1RFV4LC078219	-200.52
2021-03-0060510	EAN HOLDINGS LLC	8 ELLA GRASSO TPKE	WINDSOR LOCKS, CT 06096	2020/2C4RC1D66LR253815	-57.28
2021-03-0060561	EAN HOLDINGS LLC	8 ELLA GRASSO TPKE	WINDSOR LOCKS, CT 06096	2021/5XXG614J24MG019755	-48.98
2021-03-0060569	EAN HOLDINGS LLC	8 ELLA GRASSO TPKE	WINDSOR LOCKS, CT 06096	2021/5XXG614J2XMG017332	-541.14
2021-03-0060599	EAN HOLDINGS LLC	8 ELLA GRASSO TPKE	WINDSOR LOCKS, CT 06096	2021/KNJ23A09M7752245	-66.35
2021-03-0060625	EAN HOLDINGS LLC	8 ELLA GRASSO TPKE	WINDSOR LOCKS, CT 06096	2020/3KPC24A68LE096635	-139.64
2021-03-0060627	EAN HOLDINGS LLC	8 ELLA GRASSO TPKE	WINDSOR LOCKS, CT 06096	2019/3N1CP5C05KLS39324	-77.26
2021-03-0060634	EAN HOLDINGS LLC	8 ELLA GRASSO TPKE	WINDSOR LOCKS, CT 06096	2020/1G1ZD5ST6F058737	-146.72
2021-03-0060637	EAN HOLDINGS LLC	8 ELLA GRASSO TPKE	WINDSOR LOCKS, CT 06096	2020/5NPD84LF6LH513682	-133.26
2021-03-0060638	EAN HOLDINGS LLC	8 ELLA GRASSO TPKE	WINDSOR LOCKS, CT 06096	2020/1N48L4BV6LC143799	-232.69
2021-03-0060639	EAN HOLDINGS LLC	8 ELLA GRASSO TPKE	WINDSOR LOCKS, CT 06096	2020/1N48L4BV6LC134746	-325.33
2021-03-0060640	EAN HOLDINGS LLC	8 ELLA GRASSO TPKE	WINDSOR LOCKS, CT 06096	2020/1G1ZD5ST2LF011138	-146.72
2021-03-0060644	EAN HOLDINGS LLC	8 ELLA GRASSO TPKE	WINDSOR LOCKS, CT 06096	2020/JTDEPRAE5LJ039245	-343.59
2021-03-0060645	EAN HOLDINGS LLC	8 ELLA GRASSO TPKE	WINDSOR LOCKS, CT 06096	2020/5NPD84LF2LH551863	-133.26
2021-03-0060646	EAN HOLDINGS LLC	8 ELLA GRASSO TPKE	WINDSOR LOCKS, CT 06096	2020/1N48L4BV9LC131422	-93.20
2021-03-0060647	EAN HOLDINGS LLC	8 ELLA GRASSO TPKE	WINDSOR LOCKS, CT 06096	2020/5NPD84LF6LH565863	-488.76
2021-03-0060650	EAN HOLDINGS LLC	8 ELLA GRASSO TPKE	WINDSOR LOCKS, CT 06096	2020/5YFEPRAE3LP076631	-86.02
2021-03-0060651	EAN HOLDINGS LLC	8 ELLA GRASSO TPKE	WINDSOR LOCKS, CT 06096	2020/5NPD84LF3LH512036	-44.24
2021-03-0060652	EAN HOLDINGS LLC	8 ELLA GRASSO TPKE	WINDSOR LOCKS, CT 06096	2020/3FA6P0CD4LR131639	-425.23
2021-03-0060654	EAN HOLDINGS LLC	8 ELLA GRASSO TPKE	WINDSOR LOCKS, CT 06096	2020/5NPD84LF8LH565475	-177.50
2021-03-0060655	EAN HOLDINGS LLC	8 ELLA GRASSO TPKE	WINDSOR LOCKS, CT 06096	2019/3N1AB7AP8KY417283	-323.79
2021-03-0060656	EAN HOLDINGS LLC	8 ELLA GRASSO TPKE	WINDSOR LOCKS, CT 06096	2020/5NPD84LF6LH524083	-177.50
2021-03-0060657	EAN HOLDINGS LLC	8 ELLA GRASSO TPKE	WINDSOR LOCKS, CT 06096	2019/2C3CDXBG4KH713474	-164.90
2021-03-0060658	EAN HOLDINGS LLC	8 ELLA GRASSO TPKE	WINDSOR LOCKS, CT 06096	2020/5NPD84LF2LH513372	-177.50
2021-03-0060659	EAN HOLDINGS LLC	8 ELLA GRASSO TPKE	WINDSOR LOCKS, CT 06096	2019/3N1AB7AP7KY371669	-72.10
2021-03-0060667	EAN HOLDINGS LLC	8 ELLA GRASSO TPKE	WINDSOR LOCKS, CT 06096	2019/3N1AB7AP5KY414437	-215.86
2021-03-0060668	EAN HOLDINGS LLC	8 ELLA GRASSO TPKE	WINDSOR LOCKS, CT 06096	2019/2C4RDGCG0KR774626	-254.62
2021-03-0060672	EAN HOLDINGS LLC	8 ELLA GRASSO TPKE	WINDSOR LOCKS, CT 06096	2020/3FA6P0CD5LR130273	-531.05
2021-03-0060673	EAN HOLDINGS LLC	8 ELLA GRASSO TPKE	WINDSOR LOCKS, CT 06096	2020/3KPC24A69LE097003	-244.49

2021-03-0060677	EAN HOLDINGS LLC	8 ELLA GRASSO TPKE	WINDSOR LOCKS, CT 06096	2021/3C4NJCCB9MT531479	-610.51
2021-03-0060691	EAN HOLDINGS LLC	8 ELLA GRASSO TPKE	WINDSOR LOCKS, CT 06096	2021/3KPC24A65ME131486	-174.96
2021-03-0060722	EAN HOLDINGS LLC	8 ELLA GRASSO TPKE	WINDSOR LOCKS, CT 06096	2021/3N1CN8EV6ML828714	-100.80
2021-03-0060724	EAN HOLDINGS LLC	8 ELLA GRASSO TPKE	WINDSOR LOCKS, CT 06096	2021/3N1CN8EV1ML828832	-235.05
2021-03-0060727	EAN HOLDINGS LLC	8 ELLA GRASSO TPKE	WINDSOR LOCKS, CT 06096	2021/3N1CN8EV0ML829079	-235.05
2021-03-0060728	EAN HOLDINGS LLC	8 ELLA GRASSO TPKE	WINDSOR LOCKS, CT 06096	2019/3N1CN7AP6KL878558	-63.98
2021-03-0060729	EAN HOLDINGS LLC	8 ELLA GRASSO TPKE	WINDSOR LOCKS, CT 06096	2020/5NPD84LF3LH526180	-399.75
2021-03-0060751	EAN HOLDINGS LLC	8 ELLA GRASSO TPKE	WINDSOR LOCKS, CT 06096	2021/KM8K1CAA1MU689720	-454.21
2021-03-0060773	EAN HOLDINGS LLC	8 ELLA GRASSO TPKE	WINDSOR LOCKS, CT 06096	2020/5NPD84LF5LH558029	-133.26
2021-03-0060779	EAN HOLDINGS LLC	8 ELLA GRASSO TPKE	WINDSOR LOCKS, CT 06096	2019/1N4BL4EV8KC189127	-148.56
2021-03-0060782	EAN HOLDINGS LLC	8 ELLA GRASSO TPKE	WINDSOR LOCKS, CT 06096	2020/1N4BL4EV5LC159357	-271.67
2021-03-0060794	EAN HOLDINGS LLC	8 ELLA GRASSO TPKE	WINDSOR LOCKS, CT 06096	2019/5NPD84LF7KH484174	-159.64
2021-03-0060797	EAN HOLDINGS LLC	8 ELLA GRASSO TPKE	WINDSOR LOCKS, CT 06096	2020/2T3W1RFV9LC051738	-63.68
2021-03-0060823	EAN HOLDINGS LLC	8 ELLA GRASSO TPKE	WINDSOR LOCKS, CT 06096	2019/2FMGKS082KBA29762	-64.18
2021-03-0060829	EAN HOLDINGS LLC	8 ELLA GRASSO TPKE	WINDSOR LOCKS, CT 06096	2020/KNMAT2MT1LP535975	-145.74
2021-03-0060832	EAN HOLDINGS LLC	8 ELLA GRASSO TPKE	WINDSOR LOCKS, CT 06096	2019/2C3CDXH6GKH608602	-313.90
2021-03-0060837	EAN HOLDINGS LLC	8 ELLA GRASSO TPKE	WINDSOR LOCKS, CT 06096	2019/3N1CN7AP8KL87928	-159.74
2021-03-0060838	EAN HOLDINGS LLC	8 ELLA GRASSO TPKE	WINDSOR LOCKS, CT 06096	2019/3N1A87AP2KY427890	-180.03
2021-03-0060840	EAN HOLDINGS LLC	8 ELLA GRASSO TPKE	WINDSOR LOCKS, CT 06096	2021/5YFEPMAE8MP231095	-92.20
2021-03-0060847	EAN HOLDINGS LLC	8 ELLA GRASSO TPKE	WINDSOR LOCKS, CT 06096	2019/4T1B11HK0KU794054	-140.44
2021-03-0060857	EAN HOLDINGS LLC	8 ELLA GRASSO TPKE	WINDSOR LOCKS, CT 06096	2020/KL8CD6SA8LC442868	-101.27
2021-03-0060861	EAN HOLDINGS LLC	8 ELLA GRASSO TPKE	WINDSOR LOCKS, CT 06096	2019/JA4AD3A32KZ045016	-209.67
2021-03-0060865	EAN HOLDINGS LLC	8 ELLA GRASSO TPKE	WINDSOR LOCKS, CT 06096	2019/5NMS2CAD1KH097413	-388.84
2021-03-0060866	EAN HOLDINGS LLC	8 ELLA GRASSO TPKE	WINDSOR LOCKS, CT 06096	2019/3KPC24A32KE080631	-254.62
2021-03-0060869	EAN HOLDINGS LLC	8 ELLA GRASSO TPKE	WINDSOR LOCKS, CT 06096	2019/MAJ653KLK302240	-174.03
2021-03-0060879	EAN HOLDINGS LLC	8 ELLA GRASSO TPKE	WINDSOR LOCKS, CT 06096	2021/3N1CN8EV3ML884626	-168.12
2021-03-0060885	EAN HOLDINGS LLC	8 ELLA GRASSO TPKE	WINDSOR LOCKS, CT 06096	2019/3N1CP5CU4KL555109	-231.28
2021-03-0060886	EAN HOLDINGS LLC	8 ELLA GRASSO TPKE	WINDSOR LOCKS, CT 06096	2020/5NPD84LF0LH523902	-222.26
2021-03-0060887	EAN HOLDINGS LLC	8 ELLA GRASSO TPKE	WINDSOR LOCKS, CT 06096	2020/1FTEW1E46LFA51087	-839.66
2021-03-0060891	EAN HOLDINGS LLC	8 ELLA GRASSO TPKE	WINDSOR LOCKS, CT 06096	2020/1FTEW1E54LFA64106	-90.40
2021-04-0082077	EAN HOLDINGS LLC	8 ELLA GRASSO TPKE	WINDSOR LOCKS, CT 06096	2022/3C6UR5JL5NG178462	-267.63
2021-04-0082082	EAN HOLDINGS LLC	8 ELLA GRASSO TPKE	WINDSOR LOCKS, CT 06096	2020/1GCVGAFPP1L1123756	-62.22
2021-04-0082085	EAN HOLDINGS LLC	8 ELLA GRASSO TPKE	WINDSOR LOCKS, CT 06096	2021/3N6CMOKN7MK705285	-60.38
2021-04-0082131	EAN HOLDINGS LLC	8 ELLA GRASSO TPKE	WINDSOR LOCKS, CT 06096	2021/5XXG14J26MG00/591	-48.98
2021-04-0087635	EAN HOLDINGS LLC	8 ELLA GRASSO TPKE	WINDSOR LOCKS, CT 06096	2020/5NPD84LF1LH547903	-443.79
2021-04-0087636	EAN HOLDINGS LLC	8 ELLA GRASSO TPKE	WINDSOR LOCKS, CT 06096	2021/5XXG14J27MG008393	-210.82
2021-04-0087637	EAN HOLDINGS LLC	8 ELLA GRASSO TPKE	WINDSOR LOCKS, CT 06096	2020/1FT7W28T0LECA44416	-522.86
TOTAL					\$ (15,914.22)

## OPPORTUNITY FOR COUNCILLORS TO DIRECT QUESTIONS TO THE ADMINISTRATION

Councillor Simpson observed that the construction along Route 2 has resulted in standing water at exits 5A and 5C creating mosquito populations. *The Mayor stated he would reach out to the Department of Transportation for clarity on the issue.*

Councillor Rup asked for an update on RFP's for the feasibility and program studies on the discussed youth sports facility project. *The Mayor anticipates bids to conduct those studies will be received later in the Fall. MVP Properties are preparing to return with a development proposal once results of the studies are returned.*

Councillor Simpson acknowledged the progress made on the development project at 363 Roberts Street.

## COUNCIL ACTION ON EXECUTIVE SESSION MATTERS

The pending property loss claim of Sherri Bennett regarding personal property located at 860 Main Street.

MOTION By Sebrina Wilson  
seconded by Awet Tsegai

to accept the recommendation of Corporation Counsel to resolve the property loss claim of claim of Sherri Bennett regarding personal property located at 860 Main Street for the total sum of \$1,115.00. The settlement of this claim shall be memorialized in a release prepared by the Office of Corporation Counsel.

Motion Carried 9/0

The pending property loss claim of Christy Miles regarding personal property located at 860 Main Street.

MOTION By Sebrina Wilson  
seconded by Awet Tsegai

to accept the recommendation of Corporation Counsel to resolve the property loss claim of claim of Christy Miles regarding personal property located at 860 Main Street for the total sum of \$3,672.00. The settlement of this claim shall be memorialized in a release prepared by the Office of Corporation Counsel.

Motion Carried 9/0

The pending property loss claim of Justin Smith & Vimary Ortiz regarding personal property located at 860 Main Street.

MOTION By Sebrina Wilson  
seconded by Tom Rup

to accept the recommendation of Corporation Counsel to resolve the property loss claim of claim of Justin Smith & Vimary Ortiz regarding personal property located at 860 Main Street for the total sum of \$1,047.00. The settlement of this claim shall be memorialized in a release prepared by the Office of Corporation Counsel.

Motion Carried 9/0

The pending property loss claim of Alexandra Baron regarding personal property located at 860 Main Street.

MOTION By Sebrina Wilson  
seconded by Travis Simpson

to accept the recommendation of Corporation Counsel to resolve the property loss claim of claim of Alexandra Baron regarding personal property located at 860 Main Street for the total sum of \$425.00. The settlement of this claim shall be memorialized in a release prepared by the Office of Corporation Counsel.

Motion Carried 9/0

The pending property loss claim of Marouf Assindo regarding personal property located at 860 Main Street.

MOTION By Sebrina Wilson  
seconded by Awet Tsegai

to accept the recommendation of Corporation Counsel to resolve the property loss claim of claim of Marouf Assindo regarding personal property located at 860 Main Street for an in kind replacement computer. The settlement of this claim shall be memorialized in a release prepared by the Office of Corporation Counsel.

Motion Carried 9/0

The pending property loss claim of Marquise J. & Iyana Beck regarding personal property located at 860 Main Street.

MOTION By Sebrina Wilson  
seconded by John Morrison

to accept the recommendation of Corporation Counsel to resolve the property loss claim of claim of Marquise J. & Iyana Beck regarding personal property located at 860 Main Street for the total sum of \$1,180.00. The settlement of this claim shall be memorialized in a release prepared by the Office of Corporation Counsel.

Motion Carried 9/0

The pending property loss claim of Walberto Cruz & Beata I. regarding personal property located at 860 Main Street.

MOTION By Sebrina Wilson  
seconded by Tom Rup

to accept the recommendation of Corporation Counsel to resolve the property loss claim of claim of Walberto Cruz & Beata I. regarding personal property located at 860 Main Street for the total sum of \$150.00. The settlement of this claim shall be memorialized in a release prepared by the Office of Corporation Counsel.

Motion Carried 9/0

The pending property loss claim of Sharon Mbaye regarding personal property located at 860 Main Street.

MOTION By Sebrina Wilson  
seconded by Travis Simpson

to accept the recommendation of Corporation Counsel to resolve the property loss claim of claim of Sharon Mbaye regarding personal property located at 860 Main Street for the total sum of \$1,055.00. The settlement

of this claim shall be memorialized in a release prepared by the Office of Corporation Counsel.

Motion Carried 9/0

The pending property loss claim of William Kelly regarding personal property located at 860 Main Street.

MOTION By Sebrina Wilson  
seconded by John Morrison

to accept the recommendation of Corporation Counsel to resolve the property loss claim of claim of William Kelly regarding personal property located at 860 Main Street for the total sum of \$965.00. The settlement of this claim shall be memorallzed In a release prepared by the Office of Corporation Counsel.

Motion Carried 9/0

OPPORTUNITY FOR RESIDENTS TO SPEAK

Gary Roy, 61 Matthew Road, provided the Council with an update on his traveling WWII museum and encouraged those in attendance to view it.

ADJOURNMENT

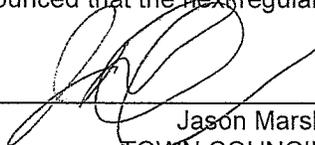
MOTION By Awet Tsegai  
seconded by John Morrison

to **adjourn** (9:47 pm)

Motion carried 9/0

The Chair wished all a good evening and announced that the next regular meeting of the Town Council would be on August 15, 2023.

Attest



Jason Marshall  
TOWN COUNCIL CLERK



## TOWN OF EAST HARTFORD OFFICE OF THE MAYOR

DATE: July 23, 2023  
TO: Richard F. Kehoe, Chair  
FROM: Mayor Michael P. Walsh  
RE: RESOLUTION: Bond Referendum

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Please see the attached packet including resolution and proforma (pg. 13) as it relates to the consideration for issuance of bonds totaling \$6.2M for Town Buildings, including but not limited to the Veterans Memorial Clubhouse and the Publics Works Facilities. The bond referendum question and language are broad, however the following is assumed (for reference):

- \$2.638M Public Works Facility Renovation – Phase 1 (ties to CIP plan)
- \$2.7M Veterans Memorial Clubhouse
- \$0.862M Other unplanned building issues

Please place this information on the agenda for the August 1, 2023 meeting.

C: M. McCaw, Finance Director



## MEMORANDUM

**DATE:** July 24, 2023

**TO:** Michael Walsh, Mayor

**FROM:** Melissa McCaw, Director of Finance

**TELEPHONE:** (860) 291-7246

**RE:** **Bond Resolutions, Resolution Authorizing The Issuance of \$6,200,000 Bonds Of The Town For The Planning, Design, Acquisition, Reconstruction, And Equipping Of Improvements To Town Buildings And Pending The Issuance Thereof The Making Of Temporary Borrowings For Such Purpose.**

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As you may recall, Council adopted the Town of East Hartford's Five-Year Capital Plan for FY2023-24 as contained in the Mayor's Recommended Budget for 2023-24. The FY2023-24 Adopted Budget contemplated a bond question for \$2.6 million for phase 1 of the Public Works Facility Renovation and \$1 million for general unplanned Town Building Renovations and Improvements.

Since budget adoption, additional costs have been identified related to the Veterans' Memorial Clubhouse renovation, resulting in a request for \$2.7 million to complete the improvements that will maximize community benefits. After reducing the general unplanned Town Building Renovation and Improvements request to \$0.9 million, the combined total for all projects remains at \$6.2 million.

By way of this memo, attached please find the bond resolution for the August 15, 2023 public hearing and Council meeting, the November 7, 2023 referendum as well as the proceedings to be followed by the Town Council in the event Council chooses to approve the resolution pertaining to the DPW Facilities, Veterans Memorial Clubhouse and general unallocated Town Building renovations as noted below:

- Resolution Authorizing The Issuance of \$6,200,000 Bonds Of The Town For The Planning, Design, Acquisition, Reconstruction, And Equipping Of Improvements To Town Buildings, And Pending The Issuance Thereof The Making Of Temporary Borrowings For Such Purpose.

Please do not hesitate to contact me with any questions or concerns on any of the aforementioned items. Thank you.

RESOLUTION AUTHORIZING THE ISSUANCE OF \$6,200,000 BONDS OF THE TOWN FOR THE PLANNING, DESIGN, ACQUISITION, RECONSTRUCTION, AND EQUIPPING OF IMPROVEMENTS TO TOWN BUILDINGS AND PENDING THE ISSUANCE THEREOF THE MAKING OF TEMPORARY BORROWINGS FOR SUCH PURPOSE

BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF EAST HARTFORD:

Section 1. The Town of East Hartford, Connecticut (the "Town") authorizes the issuance of \$6,200,000 bonds of the Town, the proceeds of which are to be used for one or more of the following: the planning, design, acquisition, reconstruction, and equipping of improvements to Town Buildings, including, but not limited to, the Veteran's Memorial Clubhouse and the Public Works Facility, and for administrative, legal and financing costs related thereto (the "Project").

Section 2. The bonds, or so much thereof as shall be necessary for such purpose, shall be issued, maturing not later than the end of the tenth year after their date. Said bonds may be issued in one or more series as determined by the Mayor, the Treasurer and the Director of Finance in the amount necessary to meet the Town's share of the cost of the Project, provided that the total amount of bonds to be issued shall not be less than an amount which will provide funds sufficient with other funds available for such purpose to pay the principal of and the interest on all temporary borrowings in anticipation of the receipt of the proceeds of said bonds outstanding at the time of the issuance thereof, and to pay for the administrative, legal and financing costs of issuing said bonds. The bonds shall be in the denominations of \$1,000, or any whole multiple in excess thereof, be issued in fully registered form, be executed in the name and on behalf of the Town by the facsimile or manual signatures of the Mayor and the Treasurer, bear the Town seal or a facsimile thereof, be certified by a bank or trust company which bank or trust company may be designated the registrar and transfer agent, be payable at a bank or trust company and be approved as to their legality by Robinson & Cole LLP, Attorneys-at-Law, of Hartford, Connecticut. The bonds shall be general obligations of the Town and each of the bonds shall recite that every requirement of law relating to its issue has been duly complied with, that such bond is within every debt and other limit prescribed by law, and that the full faith and credit of the Town are pledged to the payment of the principal thereof and interest thereon. The aggregate principal amount of the bonds of each series to be issued, the annual installments of principal, redemption provisions, if any, the certifying, registrar and transfer agent and paying agent, the date, time of issue and sale and other terms, details and particulars of such bonds, including approval of the rate or rates of interest, shall be determined by the Mayor, the Treasurer and the Director of Finance in accordance with the General Statutes of Connecticut, Revision of 1958, as amended from time to time (the "Connecticut General Statutes").

Section 3. Said bonds shall be sold by the Mayor, the Treasurer, and the Director of Finance in a competitive offering or by negotiation, in their discretion. If sold in a competitive offering, the bonds shall be sold at not less than par and accrued interest on the basis of the lowest net or true interest cost to the Town. A notice of sale or a summary thereof describing the bonds and setting forth the terms and conditions of the sale shall be published at least five days in advance of the sale in a recognized publication carrying municipal bond notices and devoted primarily to financial news and the subject of state and municipal bonds. If the bonds are sold by negotiation, provisions of the purchase agreement shall be approved by the Mayor, the Treasurer, and the Director of Finance.

Section 4. The Mayor, the Treasurer and the Director of Finance are authorized to make temporary borrowings in anticipation of the receipt of the proceeds of said bonds. Notes evidencing such borrowings shall be signed by the Mayor and the Treasurer, have the seal of the Town affixed, be payable at a bank or trust company designated by the Mayor, the Treasurer and the Director of Finance, be approved as to their legality by Robinson & Cole LLP, Attorneys-at-Law, of Hartford, Connecticut, and be certified by a bank or trust company designated by the Mayor, the Treasurer and the Director of Finance pursuant to Section 7-373 of the Connecticut General Statutes. They shall be issued with maturity dates which comply with the provisions of the Connecticut

General Statutes governing the issuance of such notes. The notes shall be general obligations of the Town and each of the notes shall recite that every requirement of law relating to its issue has been duly complied with, that such note is within every debt and other limit prescribed by law, and that the full faith and credit of the Town are pledged to the payment of the principal thereof and the interest thereon. The net interest cost on such notes, including renewals thereof, and the expense of preparing, issuing, and marketing them, to the extent paid from the proceeds of such renewals or said bonds, shall be included as a cost of the Project. Upon the sale of the bonds, the proceeds thereof, to the extent required, shall be applied forthwith to the payment of the principal of and the interest on any such notes then outstanding or shall be deposited with a bank or trust company in trust for such purpose.

Section 5. The Town hereby expresses its official intent pursuant to Section 1.150-2 of the Federal Income Tax Regulations, Title 26 (the "Regulations"), to reimburse expenditures paid sixty days prior to and any time after the date of passage of this resolution in the maximum amount of the Project with the proceeds of bonds, notes, or other obligations ("Tax Exempt Obligations") authorized to be issued by the Town. The Tax-Exempt Obligations shall be issued to reimburse such expenditures not later than 18 months after the later of the date of the expenditure or the substantial completion of the Project, or such later date the Regulations may authorize. The Town hereby certifies that the intention to reimburse as expressed herein is based upon its reasonable expectations as of this date. The Director of Finance or his designee is authorized to pay Project expenses in accordance herewith pending the issuance of the Tax-Exempt Obligations.

Section 6. The Mayor, the Treasurer and the Director of Finance are hereby authorized, on behalf of the Town, to enter into agreements or otherwise covenant for the benefit of bondholders to provide information on an annual or other periodic basis to Municipal Securities Rulemaking Board (the "MSRB") and to provide notices to the MSRB of certain events as enumerated in Securities and Exchange Commission Exchange Act Rule 15c2-12, as amended, as may be necessary, appropriate or desirable to effect the sale of the bonds and notes authorized by this resolution. Any agreements or representations to provide information to MSRB made prior hereto are hereby confirmed, ratified, and approved.

Section 7. The Mayor, the Treasurer and the Director of Finance are hereby authorized, on behalf of the Town, to enter into any other agreements, instruments, documents, and certificates, including tax and investment agreements, for the consummation of the transactions contemplated by this resolution. The Mayor, the Treasurer and the Director of Finance are hereby authorized, on behalf of the Town, to apply for and accept any and all Federal and State loans and or grants-in-aid of any Project, to expend said funds in accordance with the terms hereof, and in connection therewith to contract in the name of the Town with engineers, contractors and others.

I HEREBY APPROVE the above action taken by the Town Council on \_\_\_\_\_, 2023 authorizing \$6,200,000 general obligation bonds and notes to finance the Project and submitting same to the electors for approval or disapproval.

Dated at East Hartford, Connecticut this \_\_\_\_ day of \_\_\_\_\_, 2023.

\_\_\_\_\_  
MICHAEL P. WALSH, Mayor

\_\_\_\_\_  
Witness

\_\_\_\_\_  
Witness

# Town of East Hartford, Connecticut

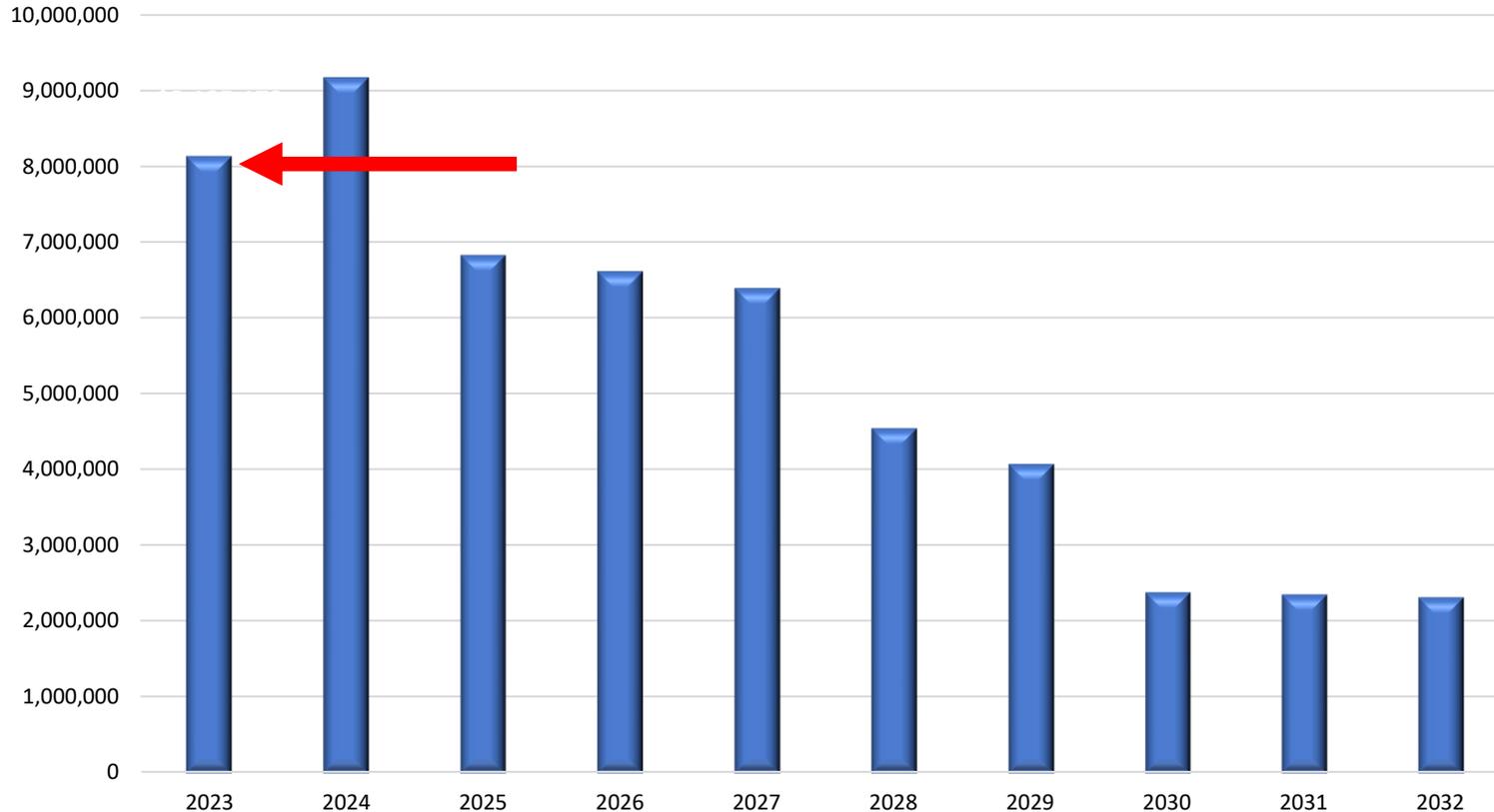


## **Bonding Update** *May 2, 2023*

Melissa N. McCaw  
Finance Director

# Long Term Debt – FY2023

**Town of East Hartford:  
Outstanding Indebtedness - \$52.569M**



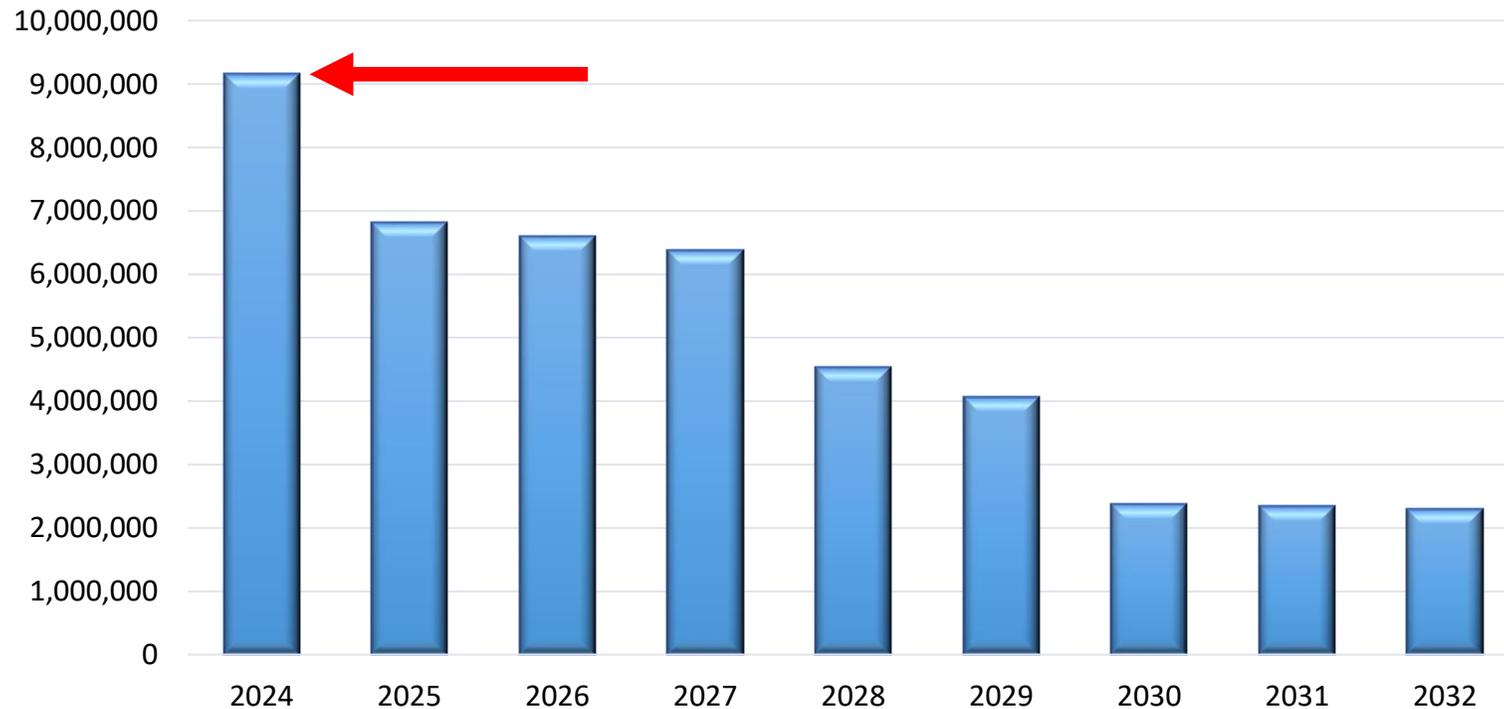
FY	Annual D/S	YoY Change
2023	\$ 8,105,179	
2024	9,145,859	1,040,680
2025	6,804,163	(2,341,696)
2026	6,592,619	(211,544)
2027	6,368,963	(223,656)
2028	4,521,863	(1,847,100)
2029	4,051,075	(470,788)
2030	2,359,125	(1,691,950)
2031	2,328,000	(31,125)
2032	2,292,700	(35,300)
2033	-	(2,292,700)
2034	-	-
<b>\$ 52,569,544</b>		

- As of 7/1/22, the Town of East Hartford had \$52.6 million in debt outstanding – that will fully be retired in 2032.



# Long Term Debt – as of 7/1/2023 (FY2024)

## Town of East Hartford: Outstanding Indebtedness - \$44.5M



FY	Annual D/S
2024	\$ 9,145,859
2025	6,804,163
2026	6,592,619
2027	6,368,963
2028	4,521,863
2029	4,051,075
2030	2,359,125
2031	2,328,000
2032	2,292,700
2033	-
2034	-
<b>Total</b>	<b>\$ 44,464,365</b>

- Outstanding debt will be \$44.5 million as of the start of FY2024



# Existing and Projected CIP Expenditures

ESTIMATE OF CASH NEEDS		
C28	2020 BOND	(7,844,728) \$5.7M Roads, \$1.8M TH; \$200K Other TB
C27	2018 BOND	(5,621,496) \$4.3M Road \$1.3M TH
C26	2016 BOND	(1,009,965) Levees
<b>SUBTOTAL 5/2023</b>		<b>(14,476,189)</b>
	SILVER LANE	(3,000,000)
<b>DUE TO GF TOTAL 6/2023</b>		<b>(17,476,189)</b>
	2018 TOWN HALL	(1,600,000)
	2020 TOWN BLDGS	(200,000)
	ROAD EST	(5,400,000) *\$6.6M FY21 & F22 Exp
	EHMS ROOFS	(400,000)
<b>ESTIMATED BONDING NEED 12/31/23</b>		<b>(25,076,189)</b>
	2020 TOWN BLDGS	(600,000)
	2020 TOWN HALL	(4,000,000)
<b>ESTIMATED BONDING NEED 3/1/2024</b>		<b>(29,676,189)</b>
	EHMS ROOFS	(2,000,000)
	2020 TOWN HALL	(3,200,000)
	ROAD EST	(5,600,000) Spring-Dec 2024 costs
<b>ESTIMATED BONDING NEED 6/30/24</b>		<b>(40,476,189)</b>

- Expenditures to date and estimated cashflow indicate bond issuance of \$25 million.
- CIP expenditures of \$14.4M to date to reimburse General Fund.
- Anticipated to increase to \$17.5M by June 2023 or \$25M by December 2023.
- This issuance will cover cashflow until early 2024.
- Next issuance of \$15M-\$20M likely required in 12-18 months.



# 2023 Bond Issuance of \$25M

Fiscal Year	(A)	(B)	(C)	(D)
	Existing Debt Service P & I	2023 Bond Issue \$25,000,000 Dated: 9/1/23 Due: 9/1/24-33 Interest: 3.35% P & I	Combined Debt Service (A+B) P & I	Annual Change in Debt Service P & I
2024	\$ 9,145,859	\$ 575,000	\$ 9,720,859	\$ -
2025	6,804,163	3,587,500	10,391,663	670,804
2026	6,592,619	3,462,500	10,055,119	(336,544)
2027	6,368,963	3,337,500	9,706,463	(348,656)
2028	4,521,863	3,212,500	7,734,363	(1,972,100)
2029	4,051,075	3,087,500	7,138,575	(595,788)
2030	2,359,125	2,962,500	5,321,625	(1,816,950)
2031	2,328,000	2,850,000	5,178,000	(143,625)
2032	2,292,700	2,750,000	5,042,700	(135,300)
2033	-	2,650,000	2,650,000	(2,392,700)
2034	-	2,550,000	2,550,000	(100,000)
	\$ 44,464,365	\$ 31,025,000	\$ 75,489,365	

- Debt service peaks at \$10.4M.

- The increase in debt service from FY2023 to FY2024 is \$1.6M (\$8.1M to \$9.7M) and has been funded by Council.



# The Town's Plan to Fund Debt Service - \$25M Issuance

- Use of National Development Fees:**

1,750,000	Bldg 1 - by June 2023 ← received
1,750,000	Bldg 2 - expected Summer of 2024
3,500,000	National Development Fees

- Use a hybrid funding model**
- Create a debt service capital reserve of \$2 million**
- Restrict and designate Fees for future debt service payments in FY23 and FY24**
- GF adopted increase of approximately \$600K in debt service.**

Fiscal Year	(A)	FY23 Budget	GF Perm Increase	FY24 Special Reserve	Total FY24 Ties to Debt Service w/New Issuance
	Post \$25M Issuance Debt Service				
	P & I				
2024	\$ 9,720,859	8,105,180	8,720,859	1,000,000	9,720,859
2025	10,391,663		9,391,663	1,000,000	10,391,663
2026	10,055,119		10,055,119	-	10,055,119
2027	9,706,463		9,706,463		9,706,463
2028	7,734,363		7,734,363		7,734,363
2029	7,138,575		7,138,575		7,138,575
2030	5,321,625		5,321,625		5,321,625
2031	5,178,000		5,178,000		5,178,000
2032	5,042,700		5,042,700		5,042,700
2033	2,650,000		2,650,000		2,650,000
2034	2,550,000		2,550,000		2,550,000
	<b>\$ 75,489,365</b>		<b>73,489,365</b>	<b>2,000,000</b>	<b>75,489,365</b>





# 2023 and 2024 Bond Issuances – Current Authorizations

Fiscal Year	Existing Debt Service P & I	2023 Bond Issue	2024 Bond Issue	Combined Debt Service (A+B+C+D+E+F) P & I	Annual Change in Debt Service P & I	Mill Rate Impact
		\$25,000,000 Dated: 9/1/23 Due: 9/1/24-33 Interest: 3.35% P & I	\$18,400,000 Dated: 9/1/24 Due: 9/1/25-34 Interest: 3.63% P & I			
2024	\$ 9,145,859	\$ 575,000	\$ -	\$ 9,720,859	\$ -	
2025	6,804,163	3,587,500	414,000	10,805,663	1,084,804	0.36
2026	6,592,619	3,462,500	2,622,000	12,677,119	1,871,456	0.62
2027	6,368,963	3,337,500	2,530,000	12,236,463	(440,656)	
2028	4,521,863	3,212,500	2,438,000	10,172,363	(2,064,100)	
2029	4,051,075	3,087,500	2,346,000	9,484,575	(687,788)	
2030	2,359,125	2,962,500	2,254,000	7,575,625	(1,908,950)	
2031	2,328,000	2,850,000	2,171,200	7,349,200	(226,425)	
2032	2,292,700	2,750,000	2,097,600	7,140,300	(208,900)	
2033	-	2,650,000	2,024,000	4,674,000	(2,466,300)	
2034	-	2,550,000	1,950,400	4,500,400	(173,600)	
2035	-	-	1,876,800	1,876,800	(2,623,600)	
2036	-	-	-	-	(1,876,800)	
2037	-	-	-	-	-	
2038	-	-	-	-	-	
2039	-	-	-	-	-	
2040	-	-	-	-	-	
2041	-	-	-	-	-	
	\$ 44,464,365	\$ 31,025,000	\$ 22,724,000	\$ 98,213,365		

- Debt service peaks at \$12.7M.



# 2023 - 2028 Bond Issuances – Current Authorizations

Fiscal Year	Existing Debt Service P & I	2023 Bond Issue	2024 Bond Issue	2026 Bond Issue	2028 Bond Issue	2030 Bond Issue	Combined Debt Service (A+B+C+D+E+F) P & I	Annual Change in Debt Service P & I	Mill Rate Impact
		\$25,000,000 Dated: 9/1/23 Due: 9/1/24-33 Interest: 3.35%	\$18,400,000 Dated: 9/1/24 Due: 9/1/25-34 Interest: 3.63%	\$11,138,000 Dated: 9/1/26 Due: 9/1/27-36 Interest: 3.38%	\$10,000,000 Dated: 9/1/28 Due: 9/1/29-38 Interest: 3.34%	\$3,000,000 Dated: 9/1/30 Due: 9/1/31-40 Interest: 3.38%			
2024	\$ 9,145,859	\$ 575,000	\$ -	\$ -	\$ -	\$ -	\$ 9,720,859	\$ -	
2025	6,804,163	3,587,500	414,000	-	-	-	10,805,663	1,084,804	0.36
2026	6,592,619	3,462,500	2,622,000	-	-	-	12,677,119	1,871,456	0.62
2027	6,368,963	3,337,500	2,530,000	250,605	-	-	12,487,068	(190,051)	(0.06)
2028	4,521,863	3,212,500	2,438,000	1,587,165	-	-	11,759,528	(727,540)	(0.24)
2029	4,051,075	3,087,500	2,346,000	1,531,475	220,000	-	11,236,050	(523,478)	(0.17)
2030	2,359,125	2,962,500	2,254,000	1,475,785	1,415,000	-	10,466,410	(769,640)	(0.26)
2031	2,328,000	2,850,000	2,171,200	1,420,095	1,365,000	67,500	10,201,795	(264,615)	(0.09)
2032	2,292,700	2,750,000	2,097,600	1,364,405	1,315,000	427,500	10,247,205	45,410	0.02
2033	-	2,650,000	2,024,000	1,314,284	1,265,000	412,500	7,665,784	(2,581,421)	(0.86)
2034	-	2,550,000	1,950,400	1,269,732	1,220,000	397,500	7,387,632	(278,152)	(0.09)
2035	-	-	1,876,800	1,225,180	1,180,000	382,500	4,664,480	(2,723,152)	(0.91)
2036	-	-	-	1,180,628	1,140,000	367,500	2,688,128	(1,976,352)	(0.66)
2037	-	-	-	1,136,076	1,100,000	354,000	2,590,076	(98,052)	(0.03)
2038	-	-	-	-	1,060,000	342,000	1,402,000	(1,188,076)	(0.40)
2039	-	-	-	-	1,020,000	330,000	1,350,000	(52,000)	(0.02)
2040	-	-	-	-	-	318,000	318,000	(1,032,000)	(0.34)
2041	-	-	-	-	-	306,000	306,000	(12,000)	(0.00)
	\$ 44,464,365	\$ 31,025,000	\$ 22,724,000	\$ 13,755,430	\$ 12,300,000	\$ 3,705,000	\$ 127,973,795		

- Debt service remains at a peak of \$12.7M.



# **DEBT SERVICE PROFORMA – INCLUDING FUTURE PROJECTS**

**\*2023 Bond Questions & DPW Facilities  
Plan**



# Bond Referendum Questions Under Discussion

Fiscal Year	2023 VMC (\$2.7M) / Other Town Buildings (\$0.8M) Financing	2023 Public Works Facility Phase 1	Combined New Debt Service (\$6.138M Issue)
	\$3,500,000	\$2,638,000	
	Dated: 9/1/24	Dated: 9/1/26	
	Due: 9/1/25-34	Due: 9/1/27-36	
	Interest: 3.63%	Interest: 3.38%	
P & I	P & I		
2024	\$ -	\$ -	\$ -
2025	78,750	-	78,750
2026	498,750	-	498,750
2027	481,250	59,355	540,605
2028	463,750	375,915	839,665
2029	446,250	362,725	808,975
2030	428,750	349,535	778,285
2031	413,000	336,345	749,345
2032	399,000	323,155	722,155
2033	385,000	311,284	696,284
2034	371,000	300,732	671,732
2035	357,000	290,180	647,180
2036	-	279,628	279,628
2037	-	269,076	269,076
2038	-	-	-
2039	-	-	-
2040	-	-	-
2041	-	-	-
	\$ 4,322,500	\$ 3,257,930	\$ 7,580,430

- Total Issuance of \$6.138M



# 2023 and 2024 Bond Issuances – Potential Program

Fiscal Year	Existing Debt Service P & I	2023 Bond Issue	2024 Bond Issue	Combined Debt Service (A+B+C+D+E+F) P & I	Annual Change in Debt Service P & I	Mill Rate Impact
		\$25,000,000	\$21,900,000			
		Dated: 9/1/23	Dated: 9/1/24			
		Due: 9/1/24-33	Due: 9/1/25-34			
	Interest: 3.35%	Interest: 3.63%				
2024	\$ 9,145,859	\$ 575,000	\$ -	\$ 9,720,859	\$ -	
2025	6,804,163	3,587,500	492,750	10,884,413	1,163,554	0.39
2026	6,592,619	3,462,500	3,120,750	13,175,869	2,291,456	0.76
2027	6,368,963	3,337,500	3,011,250	12,717,713	(458,156)	
2028	4,521,863	3,212,500	2,901,750	10,636,113	(2,081,600)	
2029	4,051,075	3,087,500	2,792,250	9,930,825	(705,288)	
2030	2,359,125	2,962,500	2,682,750	8,004,375	(1,926,450)	
2031	2,328,000	2,850,000	2,584,200	7,762,200	(242,175)	
2032	2,292,700	2,750,000	2,496,600	7,539,300	(222,900)	
2033	-	2,650,000	2,409,000	5,059,000	(2,480,300)	
2034	-	2,550,000	2,321,400	4,871,400	(187,600)	
2035	-	-	2,233,800	2,233,800	(2,637,600)	
2036	-	-	-	-	(2,233,800)	
2037	-	-	-	-	-	
2038	-	-	-	-	-	
2039	-	-	-	-	-	
2040	-	-	-	-	-	
2041	-	-	-	-	-	
	\$ 44,464,365	\$ 31,025,000	\$ 27,046,500	\$ 102,535,865		

- Debt service peaks at \$13.1M.



# 2023 - 2028 Bond Issuances – Potential Program

Fiscal Year	Existing Debt Service P & I	2023 Bond Issue	2024 Bond Issue	2026 Bond Issue	2028 Bond Issue	2030 Bond Issue	Combined Debt Service (A+B+C+D+E+F) P & I	Annual Change in Debt Service P & I
		\$25,000,000 Dated: 9/1/23 Due: 9/1/24-33 Interest: 3.35%	\$21,900,000 Dated: 9/1/24 Due: 9/1/25-34 Interest: 3.63%	\$14,342,000 Dated: 9/1/26 Due: 9/1/27-36 Interest: 3.38%	\$21,416,000 Dated: 9/1/28 Due: 9/1/29-38 Interest: 3.34%	\$13,884,000 Dated: 9/1/30 Due: 9/1/31-40 Interest: 3.38%		
2024	\$ 9,145,859	\$ 575,000	\$ -	\$ -	\$ -	\$ -	\$ 9,720,859	\$ -
2025	6,804,163	3,587,500	492,750	-	-	-	10,884,413	1,163,554
2026	6,592,619	3,462,500	3,120,750	-	-	-	13,175,869	2,291,456
2027	6,368,963	3,337,500	3,011,250	322,695	-	-	13,040,408	(135,461)
2028	4,521,863	3,212,500	2,901,750	2,043,735	-	-	12,679,848	(360,560)
2029	4,051,075	3,087,500	2,792,250	1,972,025	471,152	-	12,374,002	(305,846)
2030	2,359,125	2,962,500	2,682,750	1,900,315	3,030,364	-	12,935,054	561,052
2031	2,328,000	2,850,000	2,584,200	1,828,605	2,923,284	312,390	12,826,479	(108,575)
2032	2,292,700	2,750,000	2,496,600	1,756,895	2,816,204	1,978,470	14,090,869	1,264,390
2033	-	2,650,000	2,409,000	1,692,356	2,709,124	1,909,050	11,369,530	(2,721,339)
2034	-	2,550,000	2,321,400	1,634,988	2,612,752	1,839,630	10,958,770	(410,760)
2035	-	-	2,233,800	1,577,620	2,527,088	1,770,210	8,108,718	(2,850,052)
2036	-	-	-	1,520,252	2,441,424	1,700,790	5,662,466	(2,446,252)
2037	-	-	-	1,462,884	2,355,760	1,638,312	5,456,956	(205,510)
2038	-	-	-	-	2,270,096	1,582,776	3,852,872	(1,604,084)
2039	-	-	-	-	2,184,432	1,527,240	3,711,672	(141,200)
2040	-	-	-	-	-	1,471,704	1,471,704	(2,239,968)
2041	-	-	-	-	-	1,416,168	1,416,168	(55,536)

- Debt service peak remains at \$13.1M.





# Overview

- **Priority #1: Reimburse General Fund cash for funds already expended and to cover existing commitments (\$3M Showcase/Silver Lane), our road program and the Town Hall renovation.**
- **East Hartford's debt service would increase to \$12.6M to do so.**
- **Investments and commitments were made with the recognition of development on the horizon.**



# Developments / Grand List Growth

Development Revenues (increase in taxes over baseline / new tax revenue)							
	GL23	GL24	GL25	GL26	GL27	GL28	GL29
	FY25	FY26	FY27	FY28	FY29	FY30	FY31
Showcase - 300 Units	123,229	315,000	642,600	655,452	668,562	681,933	709,482
<i>CO estimated January 2025</i>							
National Development	-	1,378,115	3,285,689	3,285,689	3,285,689	3,285,689	4,768,936
<i>*FY25 - flat taxes per tax abatement agreement</i>							
Simon Konover (TBD)	341,161	421,393	501,625	601,113	766,391	840,766	915,141
	<b>464,389</b>	<b>2,114,508</b>	<b>4,429,914</b>	<b>4,542,254</b>	<b>4,720,642</b>	<b>4,808,389</b>	<b>6,393,559</b>
Debt Service Funding Plan	-	(1,000,000)	(2,000,000)	(2,000,000)	(2,000,000)	(2,000,000)	(2,000,000)
<b>Net New Taxes to Offset</b>		<b>1,114,508</b>	<b>2,429,914</b>	<b>2,542,254</b>	<b>2,720,642</b>	<b>2,808,389</b>	<b>4,393,559</b>
<b>Other Fixed Costs</b>							

National Development:	1,750,000	Received
	1,750,000	Antic June 2023
	1,000,000	Research Bldg
	4,500,000	Total
	(1,300,000)	FY24 Budget
	3,200,000	Remaining
Impact Payment:	3,000,000	Sports
	1,000,000	Other
	4,000,000	Total



# Debt Service Financial Plan: Incorporating Growth

Fiscal Year	(A)						Fiscal Year	Annual Increase General Fund Debt Service Appropriation	Mill Rate Impact
	Post 2030 Issuance Debt Service	FY23 Budget	GF Perm Increase	NATL DEV Special Capital Reserve - Fees	Grand List Growth - New Developments	Total FY24 Ties to Debt Service w/New Issuance			
	P & I								
2024	\$ 9,720,859	8,105,180	8,720,859	1,000,000		9,720,859	2024	\$ 615,679	0.21
2025	10,884,413		9,884,413	1,000,000		10,884,413	2025	1,163,554	0.39
2026	13,175,869		11,175,869	1,000,000	1,000,000	13,175,869	2026	1,291,456	0.43
2027	13,040,408		11,040,408		2,000,000	13,040,408	2027	(135,461)	
2028	12,679,848		10,679,848		2,000,000	12,679,848	2028	(360,560)	
2029	12,374,002		10,374,002		2,000,000	12,374,002	2029	(305,846)	
2030	12,935,054		10,935,054		2,000,000	12,935,054	2030	561,052	0.19
2031	12,826,479		10,826,479		2,000,000	12,826,479	2031	(108,575)	
2032	14,090,869		12,090,869		2,000,000	14,090,869	2032	1,264,390	0.42
2033	11,369,530		9,369,530		2,000,000	11,369,530	2033	(2,721,339)	
2034	10,958,770		8,958,770		2,000,000	10,958,770	2034	(410,760)	
2035	8,108,718		8,108,718			8,108,718	2035	(850,052)	
2036	5,662,466		5,662,466			5,662,466	2036	(2,446,252)	
2037	5,456,956		5,456,956			5,456,956	2037	(205,510)	
2038	3,852,872		3,852,872			3,852,872	2038	(1,604,084)	
2039	3,711,672		3,711,672			3,711,672	2039	(141,200)	
2040	1,471,704		1,471,704			1,471,704	2040	(2,239,968)	
2041	1,416,168		1,416,168			1,416,168	2041	(55,536)	
	<b>\$ 163,736,655</b>		<b>143,736,655</b>	<b>3,000,000</b>		<b>163,736,655</b>			

- In the years with Debt Service decreases, shift funding to capital reserve fund – diversify Infrastructure strategy to include cash financing (best practice).



# Taxpayer Impact

	The Town of East Hartford: Real Estate Property Value					
<b>Market Value:</b>	\$ 100,000	\$ 200,000	\$ 300,000	\$ 380,000		
<b>Assessed Value:</b>	\$ 70,000	\$ 140,000	\$ 210,000	\$ 266,000		
					<i>Conv</i>	<i>Mills</i>
Tax Bill @ mills	\$ 15	\$ 29	\$ 44	\$ 56	0.00021	0.21
Tax Bill @ mills	\$ 27	\$ 55	\$ 82	\$ 104	0.00039	0.39
Tax Bill @ mills	\$ 30	\$ 60	\$ 90	\$ 114	0.00043	0.43
Tax Bill @ mills	\$ 13	\$ 27	\$ 40	\$ 51	0.00019	0.19



# Summary

- **There is a pathway to funding the infrastructure investment plan by leveraging 50% of the planned grand list growth / new revenues (i.e. new developments) with modest mill rate increases of 0.3-0.4 mills OR all of the new revenues in a debt service reserve fund.**
- **We recognize the economy is uncertain and grand list changes can occur in either direction.**
- **We recognize that annual fixed cost increases are a given.**
- **It is fiscally responsible to reserve some of the revenue growth or anticipated mill rate adjustments for:**
  - **Changes in municipal aid**
  - **Fixed costs increases (contractual/salary, OPEB)**
  - **Reducing the pension long term investment rate of return incrementally to the 6.5% range. Continuous commitment.**
- **It is fiscally responsible to address overdue deferred maintenance or these expenses show up as emergency repairs (i.e. deficits to the General Fund / drawdown of fund balance).**
- **Goal: Investments to make East Hartford a stronger and even more vibrant community, offering the amenities that the individuals, children and families desire while not compromising fiscal responsibility. Strategic investments fuel long-term sustainability (healthy, growing, thriving community – business starts/growth, home values, median income)**

**Leaders and community to decide.**



# QUESTIONS



# APPENDIX



# National Development

FY2023	FY2024	FY2025	Yr 1 - Enterprise	FY2027	REVAL YR	FY2029	FY2030	FY2031		
<i>National Development</i>										
<u>2021 GL</u>	<u>2022 GL</u>	<u>2023 GL</u>	<u>2024 GL</u>	<u>2025 GL</u>	<u>2026 GL</u>	<u>2027 GL</u>	<u>2028 GL</u>	<u>2029 GL</u>		
261.65	261.65	261.65	261.65	261.65	261.65	261.65	261.65	261.65		
\$ 55,000	\$ 85,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000		
\$ 14,390,750	\$ 22,240,250	\$ 96,165,000	\$ 166,165,000	\$ 166,165,000	\$ 166,165,000	\$ 166,165,000	\$ 166,165,000	\$ 166,165,000		
70%	70%	70%	70%	70%	70%	70%	70%	70%		
\$ 10,073,525	\$ 15,568,175	\$ 67,315,500	\$ 116,315,500	\$ 116,315,500	\$ 116,315,500	\$ 116,315,500	\$ 116,315,500	\$ 116,315,500		
0.041	0.041	0.041	0.041	0.041	0.041	0.041	0.041	0.041		
\$ 413,014.53	\$ 638,295.18	\$ 2,759,935.50	\$ 4,768,936	\$ 4,768,936	\$ 4,768,936	\$ 4,768,936	\$ 4,768,936	\$ 4,768,936		
Addl Taxes	\$ 225,280.65	\$ 225,280.65								
	<i>Amt of Deferral</i>	\$ 2,121,640.33								
			<b>Yr 1 - Enterprise</b>	<b>Yr 2 - Enterprise</b>	<b>Yr 3 - Enterprise</b>	<b>Yr 4 - Enterprise</b>	<b>Yr 5 - Enterprise</b>			
<i>Exemption @ 80% (PILOT in Yr 3)</i>			\$ 3,815,148	\$ 3,815,148	\$ 3,815,148	\$ 3,815,148	\$ 3,815,148	\$ 19,075,742		
<i>Taxes Paid @ 20%</i>			\$ 953,787	\$ 953,787	\$ 953,787	\$ 953,787	\$ 953,787	\$ 4,768,936		
<i>Deferral</i>			\$ 424,328	\$ 424,328	\$ 424,328	\$ 424,328	\$ 424,328	\$ 2,121,640		
<i>50% Enterprise Zone Reimbursement - State*</i>				\$ 1,907,574	\$ 1,907,574	\$ 1,907,574	\$ 1,907,574	\$ 7,630,297	40%	
<b>Taxes/Reimb to Town</b>			\$ 1,378,115	\$ 3,285,689	\$ 3,285,689	\$ 3,285,689	\$ 3,285,689	\$ 14,520,873		
			<i>*Subject to available appropriation - prorated</i>							
		FY24 / GL22	<i>Land only. In construction</i>	60M-70M	80% Complete by October 1, 2023					
		FY25 / GL23	<i>80% Bldg 1/40% on Bldg 2</i>	70,000,000	Bldg 1 - Lowes	60-80%	Late summer/early Fall 2024 @100%			
		FY26 / GL24	<i>Construction complete</i>	140,000,000	Bldg 2 - Wayfair	30%-40%	Last summer/early Fall 2024 @100%			
				TBD	Research Bldg	No contemplated construction at this time				
			<i>ND is paying for the 3rd party reviews of the project.</i>							



# Town Hall Renovation: Funding Plan

<b>Allocation/Authorization Description</b>	<b>Allocation Amount</b>	<b>Subtotal</b>	<b>Category</b>
Town Hall Renovation - GO Bond Authorization	2.900		
Town Buildings - GO Bond Authorization	9.000	11.900	Town GO
ARPA Town Hall Renovation (Original Allocation)	5.000		
ARPA Repurpose (North End Community Center)	1.665		
Other ARPA Repurposing	0.474		
Non-Profit Grant Program	0.500	7.639	ARPA
Excess Unbudgeted FY2023 Muni Aid	1.400		
Move road/parking lot portion of town hall to Road Bond	0.020	0.020	Repurposed GO
State Grant - Energy Efficiency Improvement for Town Hall	0.035	0.035	State Grant / Special Revenue
FY22-FY24 Year End - Capital Reserve Fund	0.606	2.006	General Fund
<b>Total (in millions)</b>	<b>21.600</b>	<b>21.600</b>	





## TOWN OF EAST HARTFORD OFFICE OF THE MAYOR

DATE: August 8, 2023  
TO: Richard F. Kehoe, Chair  
FROM: Mayor Michael P. Walsh  
RE: RESOLUTION: Youth Services Prevention Grant

---

The Town of East Hartford is looking to apply to the State of Connecticut Judicial Branch for a State of Connecticut Youth Services Prevention Grant. The grant is in the amount of \$73,800.

This funding is for prevention and intervention programs to reduce youth violence and divert individuals from the Juvenile Justice System. No matching funds are required for this program.

Please place this item on the Town Council agenda for the August 15, 2023 meeting.

C: L. Burnsed, Health and Social Services Director  
E. Buckheit, Development Director  
P. O'Sullivan, Grants Manager  
C. Nolen, Director of Youth Services  
M. Bassos, Outreach Coordinator

GRANTS ADMINISTRATION  
MEMORANDUM

---

**TO:** Mayor Michael P. Walsh  
**FROM:** Paul O'Sullivan, Grants Manager  
**SUBJECT:** Referral to Council – Youth Services Prevention Grant  
**DATE:** August 8, 2023

---

Attached is a proposed Town Council Resolution authorizing you to execute a memorandum of understanding and other documents as may be required for a State of Connecticut Youth Services Prevention Grant.

The East Hartford Youth Task Force has been identified in Public Act 23-204, to be a recipient of a \$73,800 grant from the State of Connecticut Judicial Branch for preventive youth services. This funding is for prevention and intervention programs to reduce youth violence and divert individuals from the Juvenile Justice System. No matching funds are required for this program.

I have attached a description of some of the programs that have been developed and operated using funds from this grant.

I respectfully request that the attached Resolution be placed on the Town Council agenda for their meeting to be held August 15, 2023. Please contact me at ext. 7206 if you have any questions.

Attachments: as stated

Cc: Eileen Buckheit, Development Director  
Cephus Nolen, Jr., Director of Youth Services  
Marc Bassos, Outreach Coordinator

**TOWN COUNCIL RESOLUTION**  
**GRANT INFORMATION FORM**

Grant Description: FY 2023 Youth Services Memorandum of Understanding for Youth Services Prevention Funding from the CT Judicial Branch.

Funder: CT Judicial Branch Court Support Services Division

Grant Amount: \$75,000 per year (\$150,000 total for two years)

Frequency:     One time     Annual     Biennial     Other \_\_\_\_\_

First year received:	<u>2013</u>		
Last 3 years received:	<u>2023</u>	<u>2022</u>	<u>2021</u>
Funding level by year:	<u>\$75,000</u>	<u>\$75,000</u>	<u>\$50,000</u>

Is a local match required?     Yes     No

If yes, how much?    Not applicable

From which account? Not applicable

Grant purpose:    To provide programs and services to the youth of East Hartford.

Results achieved:    Numerous programs developed under this grant opportunity including Adventure Plus, Summer Adventure Plus, Girls Circle, Boys Council, and other positive youth development programs.

Duration of grant:    One year

Status of application: Document is a Memorandum of Understanding. This is a formula (noncompetitive) grant. No application required.

Meeting attendee:    Cephus Nolen, Director of Youth Services, x7181

Comments:    None

Below are some programs that were developed in part or in whole with previous allocations of this grant funding:

## Groups & Programs

**Boys Council (10-18 year olds):** This is a strengths-based group approach to promote boys' and young men's safe and healthy passage through pre-teen and adolescent years. The program meets a core developmental need in boys for strong, positive relationships. In this 8 week, 90 minutes per session structured environment, boys and young men gain the vital opportunity to address masculine definitions and behaviors and build their capacities to find their innate value and create good lives - individually and collectively.

**Girls Circle (10-18 year olds):** This is an 8 week, 90 minutes per session, structured support group for girls from 10-18 years is designed to increase positive connections, personal and collective strengths, and competence in girls. It aims to counteract social and interpersonal forces that impede girls' growth and development by promoting an emotionally safe setting and structure within which girls can develop caring relationships and use authentic voices.

**Adventure Plus (12-17 year olds):** This non-enforcement project, planned for and with youth 12 to 17 years of age, serves some at risk youth; involves police officers who do not have regular interaction with youth; includes a community service component; and includes activities that will appeal to youth and encourage their participation.

I, Jason Marshall, the duly appointed Clerk of the Town Council of the Town of East Hartford, a corporation organized and existing under the laws of the State of Connecticut, hereby certify that the following is a true copy of a resolution adopted at a meeting of the East Hartford Town Council of said corporation, duly held on the 15<sup>th</sup> day of August, 2023.

## R E S O L U T I O N

**WHEREAS** the Town of East Hartford (Youth Task Force) has been identified in Public Act 23-204, to be a recipient of a \$73,800 per year grant from the State of Connecticut for the provision of preventive youth services for fiscal year 2024; and

**WHEREAS** as a condition of the grant, the Town is required to provide documentation that details a plan for spending, monitoring, and reporting on these funds in a manner that is consistent with the intent of the Public Act,

**NOW THEREFORE LET IT BE RESOLVED**; that Michael P. Walsh, Mayor of the Town of East Hartford, is authorized to make application to, and execute and approve on behalf of this corporation, any and all documents, contracts, and amendments as may be required by the State of Connecticut Judicial Branch, Office of the Chief Court Administrator as they pertain to this Youth Services Prevention grant.

**AND I DO CERTIFY** that the above resolution has not been in any way altered, amended, or repealed, and is now in full force and effect.

**IN WITNESS WHEREOF**, I do hereunto set my hand and affix the corporate seal of said Town of East Hartford the \_\_\_\_ day of August, 2023.

Seal

Signed: \_\_\_\_\_  
Jason Marshall, Council Clerk



## TOWN OF EAST HARTFORD OFFICE OF THE MAYOR

DATE: August 4, 2023  
TO: Richard F. Kehoe, Chair  
FROM: Mayor Michael P. Walsh  
RE: RESOLUTION: Hartford Judicial District Local Interagency Services Team (LIST) Grant

---

The Town of East Hartford is looking to apply for funding from the Connecticut Youth Services Association (CYSA) to allow the Youth Services Department to continue running the Hartford Judicial District Local Interagency Services Team (LIST) program.

The purpose of LIST is coordinate local stakeholders in raising awareness about the needs of children and youth involved in the juvenile justice system, as well as planning, evaluating, and supporting juvenile justice services in each juvenile court catchment area. The grant is in the amount of \$21,667 and no local match is required.

Please place this item on the Town Council agenda for the August 15, 2023 meeting. I recommend that the Town Council approve the resolution as submitted.

C: E. Buckheit, Development Director  
P. O'Sullivan, Grants Director  
C. Nolen, Youth Services Director

GRANTS ADMINISTRATION  
MEMORANDUM

---

**TO:** Mayor Michael P. Walsh

**FROM:** Paul O'Sullivan, Grants Manager 

**SUBJECT:** Council Resolution – Hartford Judicial District Local Interagency Services Team (LIST) Grant

**DATE:** August 4, 2023

---

Attached is a draft resolution authorizing you as Mayor to sign an agreement for funding from the Connecticut Youth Services Association (CYSA) to allow the Youth Services Department to continue to administer the Hartford Judicial District Local Interagency Services Team (LIST) Program.

The purpose of the LIST is coordinate local stakeholders in raising awareness about the needs of children and youth involved in the juvenile justice system, as well as planning, evaluating, and supporting juvenile justice services in each juvenile court catchment area.

The Hartford Judicial District LIST is comprised of the youth services bureaus of Bloomfield, East Hartford, Glastonbury, Hartford, West Hartford and Windsor, as well as Connecticut Judicial Branch Court Support Services Division and the Connecticut Department of Children & Families.

A scope of services from CYSA spelling out the requirements for the local agency is attached, as well as an information sheet describing the program.

I respectfully request that this item be placed on the Town Council agenda for their meeting to be held on August 15, 2023. If you have any questions, please contact me at extension 7206 or Youth Services Director Cephus Nolen at extension 7181.

Attachments: as stated

Cc: Cephus Nolen, Youth Services Director  
Eileen Buckheit, Development Director

**TOWN COUNCIL RESOLUTION**  
**GRANT INFORMATION FORM**

Grant Description: Local Interagency Services Team (LIST) Grant

Funder: Connecticut Youth Services Association (CYSA)

Grant Amount: \$21,667.00

Frequency:     One time     Annual     Biennial     Other

First year received:	2016-17		
Last 3 years received:	<u>2022-23</u>	<u>2021-22</u>	<u>2020-21</u>
Funding level by year:	<u>\$21,667.00</u>	<u>\$21,667.00</u>	<u>\$21,667.00</u>

Is a local match required?     Yes     No

If yes, how much? N/A                      From which account? N/A

Grant purpose:            To coordinate local stakeholders in raising awareness about the needs of children and youth involved in the juvenile justice system, as well as planning, evaluating, and supporting juvenile justice services in each juvenile court catchment area.

Results achieved:        Better coordination and provision of services to at-risk youth.

Duration of grant:        One year

Status of application: Award letter has been received. This resolution will allow execution of the 2023-24 grant agreement.

Meeting attendee:        Youth Services Director Cephus Nolen, x7181

Comments:                This is a formula (noncompetitive) grant. As long as Youth Services continues to administer the program and submit the required paperwork, the funding is assured.

## LOCAL INTERAGENCY SERVICE TEAM (LIST)

### Purpose of the Local Interagency Service Team (LIST):

- The creation of the LISTs is a system development strategy for the establishment of an integrated system for planning, implementation and evaluation of juvenile justice service delivery in Connecticut.
- The LIST provides a venue for community-level interagency coordination and formal communication and planning between state agencies and local communities around juvenile justice issues.

### Goal of the LIST:

- Encourage collaborative efforts among local stakeholders for assessing the physical, social, behavioral, and educational needs of children and youth in their respective communities that leads to juvenile justice involvement, and for assisting in the development of comprehensive plans to address such needs. The infrastructure for planning is intended to be data-driven and encourage the use of evidence-based. Approaches and programs to support positive youth development.
- Decrease the number of children and youth referred to court.
- Address the disproportionate minority contact
- Support families with information and access to services
- Support interagency prevention strategies
- Improve access to services
- Improve services and outcomes
- Increase the sharing of information and knowledge about services and the juvenile justice system
- Create partnerships between communities and state agencies in the development of community –based interventions
- Be organized to respond to federal, state, and private grant opportunities

### LIST Composition:

- One for each Juvenile Court
- Should include broad community representation and be organized by a lead entity: Parents, youth, CSSD, DCF, YSB, Schools, Police, Social Service Provider community, faith-based community, business/labor community, healthcare community, local communities

### LIST INFORMATION: (Contacts, Meetings, Minutes)

[Bridgeport LIST](#)

[Danbury LIST](#)

[Hartford LIST](#)

[Middletown LIST](#)

[New Britain LIST](#)

[New Haven LIST](#)

[Rockville LIST](#)

[Stamford LIST](#)

[Torrington LIST](#)

[Waterbury LIST](#)

[Waterford LIST](#)

[Willimantic LIST](#)

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I, Jason Marshall, the duly appointed Clerk of the Town Council of the Town of East Hartford, a corporation organized and existing under the laws of the State of Connecticut, hereby certify that the following is a true copy of a resolution adopted at a meeting of the East Hartford Town Council of said corporation, duly held on the 15th day of August, 2023.

## R E S O L U T I O N

**WHEREAS;** the Town of East Hartford Youth Services Department serves as the administrator of the Hartford Judicial District Local Interagency Services Team (LIST); and

**WHEREAS;** the Hartford LIST is a collaboration among area youth service bureaus, the Connecticut Judicial Branch Court Support Services Division and the Connecticut Department of Children & Families; and

**WHEREAS;** the purpose of the LIST is coordinate local stakeholders in raising awareness about the needs of children and youth involved in the juvenile justice system, as well as planning, evaluating, and supporting juvenile justice services in each juvenile court catchment area,

**NOW THEREFORE LET IT BE RESOLVED;** that Michael P. Walsh, Mayor of the Town of East Hartford, is authorized to make application to, and execute and approve on behalf of this corporation, any and all documents, contracts, and amendments as may be required by the Connecticut Youth Services Association as they pertain to this LIST grant.

**AND I DO CERTIFY** that the above resolution has not been in any way altered, amended, or repealed, and is now in full force and effect.

**IN WITNESS WHEREOF,** I do hereunto set my hand and affix the corporate seal of said Town of East Hartford the \_\_\_\_ day of August, 2023.

Seal

Signed: \_\_\_\_\_  
Jason Marshall, Council Clerk



## TOWN OF EAST HARTFORD OFFICE OF THE MAYOR

DATE: August 4, 2023  
TO: Richard F. Kehoe, Chair  
FROM: Mayor Michael P. Walsh  
RE: RESOLUTION: Council Resolution – Strategic Prevention Framework for Prescription Drug (SPF Rx) Initiative

---

The Town of East Hartford is looking to apply to the state Department of Mental Health and Addiction Services (DMHAS) and the University of Connecticut for participation in the Connecticut Strategic Prevention Framework for Prescription Drugs Initiative.

The purpose of this program is to provide prevention support to local Health Districts and Departments through collaboration with UConn's MPH and Pharmacy departments' service-learning program. Students from the MPH and PharmD programs will be placed in health districts and departments to assist with prevention efforts.

Please place this item on the Town Council agenda for the August 15, 2023 meeting.

C: E. Buckheit, Development Director  
L. Burnsed, Health and Social Services Director

GRANTS ADMINISTRATION  
MEMORANDUM

---

**TO:** Mayor Michael P. Walsh

**FROM:** Paul O'Sullivan, Grants Manager 

**SUBJECT:** Council Resolution – Strategic Prevention Framework for Prescription Drug (SPF Rx) Initiative

**DATE:** August 4, 2023

---

Attached is a draft Town Council resolution authorizing you as Mayor to apply to the state Department of Mental Health and Addiction Services (DMHAS) and the University of Connecticut for participation in the Connecticut Strategic Prevention Framework for Prescription Drugs Initiative.

The overall purpose of this program is to provide prevention support to local Health Districts and Departments through collaboration with UConn's MPH and Pharmacy departments' service-learning program. Students from the MPH and PharmD programs will be placed in health districts and departments to assist with prevention efforts.

The goal is to prepare students with the understanding, knowledge, experience, skills, and values necessary to function successfully as highly competent public health practitioners and leaders and to incorporate the CT Strategic Prevention Framework for Prescription Drug (SPF Rx) initiative into practice. I have attached an excerpt from the initiative's Student-Learning Experience Guide for your information.

I respectfully request that this item be placed on the Town Council agenda for their meeting to be held on August 15, 2023. Please contact me at extension 7206 if you have any questions.

Attachments: as stated

**Cc:** Eileen Buckheit, Development Director  
Laurence Burnsed, Health and Social Services Director

**TOWN COUNCIL RESOLUTION**  
**GRANT INFORMATION FORM**

Grant Description: Connecticut Strategic Prevention Framework for Prescription Drugs Initiative

Funder: State Department of Mental Health and Addiction Services (DMHAS) and the University of Connecticut

Grant Amount: Not applicable\*

Frequency:  One time     Annual     Biennial     Other \_\_\_\_\_

First year received:	<u>N/A</u>		
Last 3 years received:	<u>N/A</u>	<u>N/A</u>	<u>N/A</u>
Funding level by year:	<u>\$ N/A</u>	<u>\$ N/A</u>	<u>\$ N/A</u>

Is a local match required?     Yes     No

If yes, how much?    Not applicable

From which account? Not applicable

Grant purpose: To provide prevention support to local Health Districts and Departments through collaboration with UConn's MPH and Pharmacy departments' service-learning program.

Results achieved: To prepare students to function successfully as highly competent public health practitioners and leaders and to incorporate the CT Strategic Prevention Framework for Prescription Drug (SPF Rx) initiative into practice.

Duration of grant: Masters of Public Health Students are expected to spend 170+ hours in practicum-related activities. PharmD students are expected to spend 40+ hours in practicum-related activities with the primary focus on face-to-face interactions with community participants.

Status of application: Under development

Meeting attendee: Laurence Burnsed, Health and Social Services Director x7321

Comments: \*As a host site, the state provides a \$5,000 stipend to cover Town expenses for student support. The Town benefits from the students' help on prescription drug overdose prevention programs, with the assistance of DHMAS staff.

# Connecticut Strategic Prevention Framework for Prescription Drugs Initiative

## Introduction

Thank you for your interest in participating in the UConn Master's in Public Health (MPH) and Doctor of Pharmacy (PharmD) student practicum. This information guide is designed to help both the student and the Health Department as they work with through the preceptor practicum process.

The initiative's primary purpose is to reduce the non-medical use of prescription drugs and prevent opioid overdoses in the community. This work plan is designed to help students translate into practice Health Department/District concepts and principles as they relate to what has been taught in the classroom.

Learning opportunities are designed to enable the student to develop and exhibit a professional level of work performance and to provide prevention support to the Health Departments and Districts supporting their practicum learning experience.

Student primary prevention strategies will be implemented to mitigate the state's opioid crisis by raising awareness about prescription drug misuse, the dangers of sharing medications, and the risk of overprescribing opioids to the public.

## **Overview and Goals of the Practicum Learning Experience:**

The overall purpose of this program is to provide prevention support to local Health Districts and Departments through collaboration with UConn's MPH and Pharmacy departments' service-learning program. Students from the MPH and PharmD programs will be placed in health districts and departments to assist with prevention efforts. This student-learning experience guide provides students and the Health Department/District preceptor with a list of suggested activities that can be tailored to meet the specific needs of the communities they serve.

The goal is to prepare students with the understanding, knowledge, experience, skills, and values necessary to function successfully as highly competent public health practitioners and leaders and to incorporate the CT Strategic Prevention Framework for Prescription Drug (SPF Rx) initiative into practice.

MPH graduate students will be introduced to their role as community health leaders who support the well-being of entire populations by tackling challenges and issues facing those communities the students and their health departments/districts they serve. Future pharmacists will be introduced to their role in public health. Pharmacists provide a wide array of services and play a key role in developing population-specific programs and practices. Pharmacists are trusted community health advisors; including their participation in community outreach programs adds a unique perspective to public health initiatives.

Both groups of students will perform public health service work that includes engaging people across all sectors; students will be provided with the opportunity to educate the public about healthcare practices to promote positive health outcomes for individuals and communities. The MPH and PharmD students will incorporate the organizing principles of applied public health practice learning experience.

I, Jason Marshall, the duly appointed Clerk of the Town Council of the Town of East Hartford, a corporation organized and existing under the laws of the State of Connecticut, hereby certify that the following is a true copy of a resolution adopted at a meeting of the East Hartford Town Council of said corporation, duly held on the 15th day of August, 2023

## R E S O L U T I O N

**WHEREAS;** the state Department of Mental Health and Addiction Services (DMHAS) and the University of Connecticut have approached the East Hartford Health Department about hosting two students for a grant-supported safe prescription initiative; and

**WHEREAS;** the focus of the grant program is to reduce the non-medical use of prescription drugs and prevent opioid overdoses in the community,

**THEREFORE, BE IT RESOLVED,** that the East Hartford Town Council does hereby approve the following item:

1. Pursuant to East Hartford Town Charter, Chapter III, Sec. 3.4(c) that Mayor, Michael P. Walsh, is hereby authorized to execute and deliver any and all contracts, amendments, or necessary documents required to enter into an agreement with the University of Connecticut and/or the State of Connecticut Department of Mental Health and Addiction Services to participate in the grant-supported safe prescription initiative. Such documents shall be in a form acceptable by the Corporation Counsel.

**AND I DO CERTIFY** that the above resolution has not been in any way altered, amended, or repealed, and is now in full force and effect.

**IN WITNESS WHEREOF,** I do hereunto set my hand and affix the corporate seal of said Town of East Hartford the \_\_\_\_ day of August, 2023.

Seal

Signed: \_\_\_\_\_  
Jason Marshall, Town Council Clerk



## TOWN OF EAST HARTFORD OFFICE OF THE MAYOR

DATE: August 4, 2023  
TO: Richard F. Kehoe, Chair  
FROM: Mayor Michael P. Walsh  
RE: RESOLUTION: Homeland Security Grant Program

---

The Town of East Hartford is eligible to apply to the state Department of Emergency Services and Public Protection (DESPP), Division of Emergency Management and Homeland Security (DEMHS), related to the Federal Fiscal Year 2022 State Homeland Security Grant Program (HSGP).

The Town of East Hartford is again eligible to participate in annual grant opportunities from the federal government under the HSGP through CT DESPP/DEMHS. A resolution must be passed by the Town Council authorizing you to sign any grant documents for submission to DEMHS.

Please place this information on the agenda for the August 15, 2023 Town Council meeting.  
Thank you.

C: P. O'Sullivan, Grants Manager  
E. Buckheit, Development Director  
B. Jennes, Emergency Management Coordinator

# GRANTS ADMINISTRATION MEMORANDUM

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**TO:** Mayor Michael P. Walsh  
**FROM:** Paul O'Sullivan, Grants Manager   
**SUBJECT:** Council Resolution – FFY 2022 Homeland Security Grant Program  
**DATE:** August 4, 2023

---

Attached is a draft resolution authorizing you to sign documents to be submitted to the state Department of Emergency Services and Public Protection (DESPP), Division of Emergency Management and Homeland Security (DEMHS), related to the Federal Fiscal Year 2022 State Homeland Security Grant Program (HSGP).

The Town of East Hartford is again eligible to participate in annual grant opportunities from the federal government under the HSGP through CT DESPP/DEMHS. A resolution must be passed by the Town Council authorizing you to sign any grant documents for submission to DEMHS.

Participating in these programs will allow the Town of East Hartford and the Capitol Region Council of Governments (CRCOG) to utilize Federal funds to support emergency management and homeland security projects and programs that benefit the Town.

The HSGP helps fulfill one of the core missions of the federal Department of Homeland Security by enhancing the country's ability to prepare for, prevent, respond to and recover from potential attacks and other hazards. The Town has participated in this program since its inception.

I respectfully request that this item be placed on the Town Council agenda for their meeting to be held on August 15, 2023. Please contact me at extension 7206 if you have any questions.

Attachments: as stated

Cc: Eileen Buckheit, Development Director  
Brian Jennes, Captain, Emergency Management  
Chief Kevin Munson, East Hartford Fire Dept.

**TOWN COUNCIL RESOLUTION**  
**GRANT INFORMATION FORM**

Grant Description: Federal Fiscal Year 2022 State Homeland Security Grant Program

Funder: CT Department of Emergency Services and Public Protection (DESPP)

Grant Amount: Not applicable

Frequency:     One time     Annual     Biennial     Other \_\_\_\_\_

First year received:	<u>2003</u>		
Last 3 years received:	<u>2021</u>	<u>2020</u>	<u>2019</u>
Funding level by year:	<u>\$N/A</u>	<u>\$N/A</u>	<u>\$N/A</u>

Is a local match required?     Yes     No

If yes, how much?    Not applicable

From which account? Not applicable

Grant purpose:    The resolution authorizes the Mayor to execute a **Memorandum of Agreement (MOA)** with DESPP and the Capitol Region Council of Governments (CRCOG) regarding the use of Federal Homeland Security Grant funds to support regional emergency management efforts.

Results achieved:    MOA serves to provide a coordinated and integrated program of emergency management and homeland security with state and regional entities.

Duration of grant:    One year

Status of application: Under development

Meeting attendee:    Kevin Munson, Chief, East Hartford Fire Department, (860) 291-7403

Comments:    By enactment of the MOA, the Town becomes eligible to participate in eight set-aside projects **chosen by DESPP** to be funded by the grant (list of projects attached).

## DESPP 2021 Regional Set-Aside Projects

- 1) Regional Collaboration;
- 2) Enhancing Information and Intelligence Sharing and Cooperation with Federal Agencies, including DHS;
- 3) Addressing Emergent Threats;
- 4) Capitol Region Metropolitan Medical Response System -MMRs;
- 5) Medical Preparation and Response;
- 6) Citizen Corps. Program;
- 7) Enhancing Cybersecurity;
- 8) Enhancing the Protection of Soft Targets/Crowded Places

**AUTHORIZING RESOLUTION OF THE  
TOWN COUNCIL OF THE TOWN OF EAST HARTFORD, CT.**

**CERTIFICATION:**

I, Jason Marshall, the duly appointed Clerk of the Town Council of Town of East Hartford, do hereby certify that the following is a true and correct copy of a resolution adopted by the East Hartford Town Council at its duly called and held meeting on August 15, 2023, at which a quorum was present and acting throughout, and that the resolution has not been modified, rescinded, or revoked and is at present in full force and effect:

**RESOLVED**, that the Town of East Hartford may enter into with and deliver to the State of Connecticut Department of Emergency Services and Public Protection, Division of Emergency Management and Homeland Security any and all documents which it deems to be necessary or appropriate; and

**FURTHER RESOLVED**, that Michael P. Walsh, as Mayor of the Town of East Hartford, is authorized and directed to execute and deliver any and all documents on behalf of the Town of East Hartford and to do and perform all acts and things which he deems to be necessary or appropriate to carry out the terms of such documents, including, but not limited to, executing and delivering all agreements and documents contemplated by such documents.

The undersigned further certifies that Michael P. Walsh now holds the office of Mayor and that he/she has held that office since November 8, 2021.

**IN WITNESS WHEREOF:** The undersigned has executed this certificate this \_\_\_\_ day of August, 2023.

---

Jason Marshall  
Town Council Clerk



## TOWN OF EAST HARTFORD OFFICE OF THE MAYOR

DATE: August 4, 2023  
TO: Richard F. Kehoe, Chair  
FROM: Mayor Michael P. Walsh  
RE: RESOLUTION: 2023 Justice Assistance Grant Program (JAG)

---

The Town of East Hartford is looking to apply for grant funding under the Edward Byrne Memorial Justice Assistance Grant Program (JAG) from the United States Department of Justice (DOJ) in the amount of \$15,677. This is an annual grant that does not require a local match.

JAG funds have been used for a variety of purchases over the years, including to purchase police motorcycles, traffic enforcement equipment and more.

Please place this item on the Town Council agenda for the August 15, 2023 meeting. I recommend that the Town Council approve the resolution as submitted.

C: E. Buckheit, Development Director  
P. O'Sullivan, Grants Manager  
S. Sansom, Chief of Police  
Lt. Paul Neves, East Hartford Police Department

GRANTS ADMINISTRATION  
MEMORANDUM

---

**TO:** Mayor Michael P. Walsh  
**FROM:** Paul O'Sullivan, Grants Manager   
**SUBJECT:** Council Resolution – 2023 Justice Assistance Grant Program (JAG)  
**DATE:** August 5, 2023

---

The Town of East Hartford is eligible to apply for \$15,677 in grant funds from the U.S. Department of Justice (DOJ) under the Edward Byrne Memorial Justice Assistance Grant (JAG) Program.

JAG is the cornerstone federal crime-fighting program, enabling communities to target resources to their most pressing local needs. JAG funds support all components of the criminal justice system from multijurisdictional drug and gang task forces to crime prevention and domestic violence programs, courts, corrections, treatment, and justice information sharing initiatives.

No matching funds are required for this grant opportunity. Past grants have been used to purchase police motorcycles, traffic enforcement equipment and other items.

The attached Resolution will authorize you as Mayor to make application and execute all documents associated with this grant. I am requesting that this item be placed on the Town Council agenda for their meeting to be held August 15, 2023.

Please contact me at extension 7206 if you have any questions.

Attachments (2)

Cc: Eileen Buckheit, Development Director  
Lt. Paul Neves, EHPD

**TOWN COUNCIL RESOLUTION**  
**GRANT INFORMATION FORM**

Grant Description: 2023 Justice Assistance Grant Program (JAG)

Funder: U.S. Department of Justice (DOJ), via State of CT Office of Policy and Management

Grant Amount: \$15,677

Frequency:     One time     Annual     Biennial     Other \_\_\_\_\_

First year received:	<u>2007</u>		
Last 3 years received:	<u>2022</u>	<u>2021</u>	<u>2020</u>
Funding level by year:	<u>\$15,703</u>	<u>\$16,814</u>	<u>\$16,723</u>

Is a local match required?     Yes     No

If yes, how much? Not applicable                      From which account? Not applicable

Grant purpose: The JAG Program is the primary provider of federal criminal justice funding to state and local jurisdictions.

Results achieved: JAG provides states and units of local government with critical funding necessary to support program areas such as law enforcement, prosecution and court programs, corrections, planning, evaluation, and technology improvement programs.

Duration of grant: One year

Status of application: Under development

Meeting attendee: To be determined

Comments: Please note that this is a non-competitive grant program. Receipt of the funds is dependent only on the timely submission of the required application and documentation.



## Edward Byrne Memorial Justice Assistance Grant (JAG) Program Frequently Asked Questions (FAQs)\*

*Updated June 2022*

### Use of Funds

#### What can JAG funds be used for?

In general, JAG funds may be used to provide additional personnel, equipment, supplies, contractual support, training, technical assistance, and information systems for criminal justice, including for any one or more of the following:

- Law enforcement programs
- Prosecution and court programs
- Prevention and education programs
- Corrections and community corrections programs
- Drug treatment and enforcement programs
- Planning, evaluation, and technology improvement programs
- Crime victim and witness programs (other than compensation)
- Mental health programs and related law enforcement and corrections programs, including behavioral programs and crisis intervention teams

In connection with all of the above purposes, it should be noted that the [statute](#) defines “criminal justice” as “activities pertaining to crime prevention, control, or reduction, or the enforcement of the criminal law, including, but not limited to, police efforts to prevent, control, or reduce crime or to apprehend criminals, including juveniles, activities of courts having criminal jurisdiction, and related agencies (including but not limited to prosecutorial and defender services, juvenile delinquency agencies and pretrial service or release agencies), activities of corrections, probation, or parole authorities and related agencies assisting in the rehabilitation, supervision, and care of criminal offenders, and programs relating to the prevention, control, or reduction of narcotic addiction and juvenile delinquency.”

Under the JAG Program, states and units of local government may use award funds for broadband deployment and adoption activities as they relate to criminal justice activities.

\*These FAQs are for reference only and to assist states and units of local government. These FAQs do not supersede any conflicting guidance provided in the relevant JAG State or JAG Local solicitations or grant award documents.

I, Jason Marshall, the duly appointed Clerk of the Town Council of the Town of East Hartford, a corporation organized and existing under the laws of the State of Connecticut, hereby certify that the following is a true copy of a Resolution adopted at a meeting of the East Hartford Town Council of said corporation, duly held on the 15<sup>th</sup> day of August, 2023.

### **RESOLUTION**

**WHEREAS**, the U.S. Department of Justice, Bureau of Justice Assistance, has made funding available to the Town of East Hartford under the Edward Byrne Memorial Justice Assistance Grant (JAG) Program; and

**WHEREAS**, these funds may be used to improve or enhance Law Enforcement Programs with no cash match required by the Town of East Hartford;

**NOW THEREFORE LET IT BE RESOLVED**; That Michael P. Walsh, Mayor of the Town of East Hartford, is authorized to make application to, and execute and approve on behalf of this corporation, any and all documents, contracts, and amendments as may be required as they pertain to this Justice Assistance Grant.

**AND I DO CERTIFY** that the above resolution has not been in any way altered, amended, or repealed, and is now in full force and effect.

**IN WITNESS WHEREOF**, I do hereunto set my hand and affix the corporate seal of said Town of East Hartford this \_\_\_\_ day of August, 2023.

---

Jason Marshall, Town Council Clerk

seal



## TOWN OF EAST HARTFORD OFFICE OF THE MAYOR

DATE: August 7, 2023  
TO: Richard F. Kehoe, Chair  
FROM: Mayor Michael P. Walsh  
RE: BID WAIVER: OpenGov Inc.

---

In accordance with Section 10-7(c) of the Town of East Hartford Code of Ordinances, please see the enclosed bid waiver request submitted by Chief Information Security Officer Ken Sayers to renew our contract with OpenGov Inc. - permitting & licensing software that is primary used by Inspections and Permits Departments, Health Engineering and Social Services.

Please place this information on the Town Council agenda for the August 15, 2023 meeting.

C: M. McCaw, Finance Director  
K. Sayers, CISO  
M. Enman, Purchasing Agent

**TOWN OF EAST HARTFORD, CT  
INFO. TECH. DEPARTMENT**

**INTEROFFICE MEMORANDUM**

DATE: August 4, 2023

TO: Michael P. Walsh, Mayor

FROM: Ken Sayers, CISO & Robert Fitzgerald, Assistant Corporation Counsel

RE: Bid Waiver for OpenGov, Inc.

.....

The Office of Information Technology is requesting a waiver of the Bidding Procedures as outlined in Town of East Hartford Code of Ordinances, Sec. 10-7 *Et. Seq.* for entering into a contract with OpenGov Inc. for permitting & licensing software that is primarily used by the Permits and Inspection department and also used in the Health, Engineering and Social Services departments. The waiver is necessary to permit the Town of East Hartford to contract with OpenGov Inc. for a period of one year in the amount of \$45,460.67.

The bid waiver is requested to continue to use the same software system that is presently processing all permitting transactions for Inspections and Permits and is the system of record for all the work in that division, with over a decade of historical records.

By way of background the Town's present contract with OpenGov, Inc. derived from the purchasing consortium Capital Region Council of Governments (CRCOG) and expired on 6-30-2023. OpenGov. has made representation that they are working to renew their CRCOG contract, but the Town has a need to renew its contract before that paperwork is finalized.

The Town has used the OpenGov, Inc., Citizen Self Services (formerly Viewpoint Cloud and View Permits) application for record keeping in Inspection and Permits since 2011. A switch away from the product would take months and require the bidding, planning, data migration and retraining of 3 Departments.

We believe this bid waiver will only be required for the Fiscal Year 2024 while CRCOG completes their contract renewal.

**If the Council determines that the bidding requirement should be waived in this instance, the following motion should be adopted by the Town Counsel:**

MOVE THAT pursuant to Section 10-7(c) of the Town of East Hartford Code of Ordinances, the Town Council **waive** the bidding requirements of Section 10-7(a) of the Town of East Hartford Code of Ordinances to authorize the Town to enter into a contract with OpenGov Inc. for a period of one year in the amount not to exceed \$45,460.67. Said Contract is in the best interest of the Town as it will allow the Town to continue use of its present software for processing all permitting transactions and record keeping.



## TOWN OF EAST HARTFORD OFFICE OF THE MAYOR

DATE: August 4, 2023  
TO: Richard F. Kehoe, Chair  
FROM: Mayor Michael P. Walsh  
RE: AMUSEMENT PERMIT APPLICATIONS

---

The following Amusement Permit is before you due to the East Hartford Code of Ordinances, Chapter 5, Amusements, Section 5-3 (e), passed by the Town Council:

Sec. 5-3 (e):

(e) If the application is submitted pursuant to subsection (b) of section 5-1 of the Town Ordinances, within one week of receipt of written comments from the Directors, the Chief of Police shall forward those comments to the Town Council. The Chief of Police shall also forward to the Town Council written comments pertaining to the impact the proposed amusement would have on the areas under the purview of the Police Department and any recommended changes in the planned operations, as well as a statement as to whether the Police Department can supply adequate police protection.

Please add the following amusement permit on the Town Council agenda for August 15, 2023 meeting.

- **Dad Hero Community Day**
  - Saturday, September 9, 2023 from 11 AM to 3 PM at Alumni Park (1021 Main Street). Set up to begin at 9:30 AM.

C: S. Sansom, Chief of Police

MICHAEL P. WALSH  
MAYOR

**TOWN OF EAST HARTFORD**  
**Police Department**

TELEPHONE  
(860) 528-4401

SCOTT M. SANSOM  
CHIEF OF POLICE

31 School Street  
East Hartford, Connecticut 06108-2638

FAX (860) 289-1249

[www.easthartfordct.gov](http://www.easthartfordct.gov)

To: Mayor Walsh

From: Chief Scott M. Sansom

Date: August 4, 2023

Re: **Amusement Permit Application**  
**“Dad Hero Community Day”**

Pursuant to the East Hartford Code of Ordinances, Chapter 5, Amusements, Section 5-3(e), the attached Amusement Permit Application should be forwarded to the Town Council for appropriate action.

If you require any further information, please contact me at your convenience.



Scott M. Sansom  
Chief of Police

MICHAEL P. WALSH  
MAYOR

**TOWN OF EAST HARTFORD**  
**Police Department**

31 School Street  
East Hartford, Connecticut 06108-2638

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SCOTT M. SANSOM  
CHIEF OF POLICE

August 4, 2023

Richard F. Kehoe, Chairman  
East Hartford Town Council  
740 Main Street  
East Hartford, CT 06108

**Re: Outdoor Amusement Permit Application  
"Dad Hero Community Day"**

Dear Chairman Kehoe:

Attached please find the amusement permit application by **My People Community Services, Inc.**, with **Abdul-Rahmaan I. Muhammad** as **Executive Director**. The contact on this application has been **Tyron Harris**, in the capacity of **VP of BSL Committee**. The applicant seeks to conduct the **Dad Hero Community Day** on **Saturday, September 9, 2023 from 11:00 am to 3:00 pm** at the **Town Green/Alumni Park with set up beginning at 9:30am**. The event is free to the community and will serve to highlight the importance of dads and father involvement in their children's lives. There will be music, food and children activities. The event is rain or shine unless heavy downpours.

The applicant respectfully **requests a waiver of the associated permit fee**, under the provisions of (TO) 5-6(a), due to the Town of East Hartford as the event is for the Town of East Hartford residents and will be free the community.

Pursuant to Town Ordinance (TO) 5-3, a review of the application was completed by the Directors of the Fire, Health, Parks & Recreation, Public Works Departments and the Offices of the Corporation Counsel and Finance.

The **Office of Corporation Counsel** approves the application as submitted.

The **Office of Risk Management** approves the application as submitted.

The **Inspections and Permits Department** approves the application as submitted.

The **Fire Department** approves the application as submitted and state **there are no anticipated costs to their Department**. Onsite Fire/EMS standby not required, applicant to use 911 system in case of emergency.

The **Public Works and Health Departments** approve the application as submitted and **states there are no anticipated costs to their Departments for this event**.

The **Parks and Recreation Department** approves the application as submitted and **states there are no anticipated costs to their Departments for this event**.

The **Police Department** conducted a review of the application and the following comments/recommendations are made:

- The Police Department can provide adequate police protection for the event. The site is suitable for the outdoor amusement, the expected crowds are of small to moderate size, and the area has sufficient parking available.
- This event can be conducted with a minimal impact upon the surrounding neighborhoods and a near-normal flow of traffic on the streets adjacent to the site can be maintained.
- There are no anticipated costs to the Department for this event.

Respectfully submitted for your information.

Sincerely,

A handwritten signature in black ink that reads "Scott M. Sansom". The signature is written in a cursive style with a long horizontal stroke at the end.

Scott M. Sansom  
Chief of Police

Cc: Applicant

Rivera, Augustina

---

**From:** Fitzgerald, Robert  
**Sent:** Friday, August 4, 2023 1:09 PM  
**To:** Rivera, Augustina; Harris, Tyron  
**Subject:** RE: Outdoor Amusement Permit Application- Dad Hero Community Day 2023

As a follow-up on this, as long as the board list is listed on or included with the application this is good to go.

Robert Fitzgerald

---

**From:** Rivera, Augustina <ARivera@easthartfordct.gov>  
**Sent:** Thursday, August 3, 2023 2:16 PM  
**To:** Harris, Tyron <tharris@easthartfordct.gov>  
**Cc:** Fitzgerald, Robert <rfitzgerald@easthartfordct.gov>  
**Subject:** RE: Outdoor Amusement Permit Application- Dad Hero Community Day 2023

Don't forget to send Robert My People's Community Service's board list.

---

**From:** Harris, Tyron <tharris@easthartfordct.gov>  
**Sent:** Thursday, August 3, 2023 12:30 PM  
**To:** Rivera, Augustina <ARivera@easthartfordct.gov>  
**Cc:** Fitzgerald, Robert <rfitzgerald@easthartfordct.gov>  
**Subject:** RE: Outdoor Amusement Permit Application- Dad Hero Community Day 2023

Hello Robert-

This is the same event that I did last year. We are not using the whole green. It's the same setup as last year and Juneteenth minus the vendors.

**Tyron V. Harris- SHRM-CP, FMLA-CP, HRBP-CP  
Building A Resilient NonProfit Culture-CP  
Advanced Certification in Strategic Human Resources Management  
Human Resources Director & Chief Diversity Officer**

*Customer Service. Collaboration. Communication.*



Town of  
**EAST HARTFORD**  
CONNECTICUT

**GETTING  
THINGS DONE!  
BY DOING IT DIFFERENTLY!**

Town Hall  
740 Main Street  
East Hartford, CT 06108  
Direct [\(860\) 291-7222](tel:8602917222)  
Mobile [\(860\)719-3063](tel:8607193063)

**Rivera, Augustina**

---

**From:** Sasen, Christine  
**Sent:** Wednesday, July 26, 2023 11:38 AM  
**To:** Rivera, Augustina  
**Subject:** RE: Outdoor Amusement Permit Application- Dad Hero Community Day 2023

Ok, unless there are inflatables.

---

**From:** Rivera, Augustina <ARivera@easthartfordct.gov>  
**Sent:** Tuesday, July 25, 2023 2:54 PM  
**To:** Burnsed, Laurence <lburnsed@easthartfordct.gov>; Fravel, Theodore <tfravel@easthartfordct.gov>; Munson, Kevin <KMunson@easthartfordct.gov>; Trujillo, Alexander <atrujillo@easthartfordct.gov>  
**Cc:** Alsup, Steve <SAlsup@easthartfordct.gov>; Browning, Craig <CBrowning@easthartfordct.gov>; Cohen, Bruce <BCohen@easthartfordct.gov>; Cummings, Kim <kcummings@easthartfordct.gov>; Davis, Robert <RDavis@easthartfordct.gov>; Drouin, Darrell <Ddrouin@easthartfordct.gov>; Dwyer, Sean <SDwyer@easthartfordct.gov>; Fitzgerald, Robert <rfitzgerald@easthartfordct.gov>; Hawkins, Mack <MHawkins@easthartfordct.gov>; McCaw, Melissa <mmccaw@easthartfordct.gov>; Neves, Paul <Pneves@easthartfordct.gov>; O'Connell, Michael <Moconnell@easthartfordct.gov>; Pelow, John <JPelow@easthartfordct.gov>; Sansom, Scott <SSansom@easthartfordct.gov>; Sasen, Christine <CSasen@easthartfordct.gov>  
**Subject:** Outdoor Amusement Permit Application- Dad Hero Community Day 2023

Good afternoon,

Attached please find both the Directors Review & Notice and the application for "Dad Hero Community Day" to be held on **September 9, 2023**. The Certificate of Insurance is included in the pdf with application. The contact is Tyron Harris, our HR Director.

Please let me have your comments by **Tuesday, August 1<sup>st</sup>**. I am trying to get this on the August 15<sup>th</sup> Town Council meeting agenda.

Thank you.

Tina

Augustina Rivera  
Administrative Clerk 3  
Support Services/Operations Bureau  
East Hartford Police Department  
31 School Street  
East Hartford, CT 06108  
Office: 860-291-7631 Fax: 860-610-6290  
[arivera@easthartfordct.gov](mailto:arivera@easthartfordct.gov)  
[www.easthartfordct.gov/police-department](http://www.easthartfordct.gov/police-department)



Scott Sansom  
Chief of Police

TOWN OF EAST HARTFORD  
POLICE DEPARTMENT  
SUPPORT SERVICES BUREAU  
Outdoor Amusement Permits  
31 School Street  
East Hartford, CT 06108  
(860) 528-4401



Michael P. Walsh  
Mayor

## Administrative Review of Amusement Permit

Event Date: Saturday, September 9, 2022

Event: "Dad Hero Community Day"

Applicant: **My People Community Services, Tyron Harris, VP BSL Committee member and Abdul-Rahmaan I. Muhammad, Executive Director**

Pursuant to Town Ordinance (TO) 5-3, a review of the application was completed and the following recommendation is made:

- 1. the application be approved as submitted.
  - 2. the application be revised, approved subject to the condition(s) set forth in the attached comments.
  - 3. the application be disapproved for the reason(s) set forth in the attached comments.
- 
- Fire Department
  - Health Department
  - Parks & Recreation Department
  - Public Works Department
  - Corporation Counsel
- 
- Anticipated Cost(s) if known \$ \_\_\_\_\_

Bruce Cohen  
Signature

8/1/23  
Date

Comments:

**Rivera, Augustina**

---

**From:** Alsup, Steve  
**Sent:** Thursday, July 27, 2023 7:38 AM  
**To:** Rivera, Augustina; Pelow, John; Kennedy, Sara  
**Subject:** Re: Outdoor Amusement Permit Application- Dad Hero Community Day 2023

Good morning Tina,

This application is approved. On site Fire/EMS standby not required and access is sufficient. Applicant to use the 911 system in case of emergency.

Fire Marshal review will be sent directly from that office.

Best regards,  
Steve Alsup  
Assistant Fire Chief  
East Hartford Fire Department  
Sent from my iPhone

---

**From:** Rivera, Augustina <ARivera@easthartfordct.gov>  
**Sent:** Tuesday, July 25, 2023 2:53:46 PM  
**To:** Burnsed, Laurence <lburnsed@easthartfordct.gov>; Fravel, Theodore <tfravel@easthartfordct.gov>; Munson, Kevin <KMunson@easthartfordct.gov>; Trujillo, Alexander <atrujillo@easthartfordct.gov>  
**Cc:** Alsup, Steve <SAlsup@easthartfordct.gov>; Browning, Craig <CBrowning@easthartfordct.gov>; Cohen, Bruce <BCohen@easthartfordct.gov>; Cummings, Kim <kcummings@easthartfordct.gov>; Davis, Robert <RDavis@easthartfordct.gov>; Drouin, Darrell <Ddrouin@easthartfordct.gov>; Dwyer, Sean <SDwyer@easthartfordct.gov>; Fitzgerald, Robert <rfitzgerald@easthartfordct.gov>; Hawkins, Mack <MHawkins@easthartfordct.gov>; McCaw, Melissa <mmccaw@easthartfordct.gov>; Neves, Paul <Pneves@easthartfordct.gov>; O'Connell, Michael <Moconnell@easthartfordct.gov>; Pelow, John <JPelow@easthartfordct.gov>; Sansom, Scott <SSansom@easthartfordct.gov>; Sasen, Christine <CSasen@easthartfordct.gov>  
**Subject:** Outdoor Amusement Permit Application- Dad Hero Community Day 2023

Good afternoon,

Attached please find both the Directors Review & Notice and the application for "Dad Hero Community Day" to be held on **September 9, 2023**. The Certificate of Insurance is included in the pdf with application. The contact is Tyron Harris, our HR Director.

Please let me have your comments by **Tuesday, August 1<sup>st</sup>**. I am trying to get this on the August 15<sup>th</sup> Town Council meeting agenda.

Thank you.

Tina

Augustina Rivera  
Administrative Clerk 3  
Support Services/Operations Bureau

**TOWN OF EAST HARTFORD  
FIRE MARSHALS OFFICE  
ADMINISTRATIVE REVIEW  
Amusement Permit**

**DATE:**

7/27/23

**APPLICATION FOR: Dad Hero Community Day**

**APPLICANT: My People Community Services Inc- Abdul- Rahman I. Muhammad ( c ) 860-656-0450**

**ADDRESS: Alumni Park 1021 Main St. East Hartford**

**DATE(S) OF EVENT: September 9, 2023 9:30- 4:00 PM**

Pursuant to your request, a review of the above application was completed and the following recommendation is made:

- The application is approved as submitted.
- The application be revised. Approved conditionally.
- The application is disapproved.
- No application to the Connecticut Fire Safety Code

**COMMENTS:**



**JOHN PELOW  
FIRE MARSHAL  
TOWN OF EAST HARTFORD**



Scott Sansom  
Chief of Police

TOWN OF EAST HARTFORD  
POLICE DEPARTMENT  
SUPPORT SERVICES BUREAU  
Outdoor Amusement Permits  
31 School Street  
East Hartford, CT 06108  
(860) 528-4401



Michael P. Walsh  
Mayor

## Administrative Review of Amusement Permit

Event Date: Saturday, September 9, 2022

Event: "Dad Hero Community Day"

Applicant: **My People Community Services, Tyron Harris, VP BSL Committee member and Abdul-Rahmaan I. Muhammad, Executive Director**

Pursuant to Town Ordinance (TO) 5-3, a review of the application was completed and the following recommendation is made:

- 1. the application be approved as submitted.
  - 2. the application be revised, approved subject to the condition(s) set forth in the attached comments.
  - 3. the application be disapproved for the reason(s) set forth in the attached comments.
- 
- Fire Department
  - Health Department
  - Parks & Recreation Department
  - Public Works Department
  - Corporation Counsel
- 
- Anticipated Cost(s) if known \$ 0 \_\_\_\_\_

Alexander M. Trujillo \_\_\_\_\_ 7/25/2023  
Signature Date

Comments:



Scott Sansom  
Chief of Police

TOWN OF EAST HARTFORD  
POLICE DEPARTMENT  
SUPPORT SERVICES BUREAU  
Outdoor Amusement Permits  
31 School Street  
East Hartford, CT 06108  
(860) 528-4401



Michael P. Walsh  
Mayor

## Administrative Review of Amusement Permit

Event Date: Saturday, September 9, 2022

Event: "Dad Hero Community Day"

Applicant: **My People Community Services, Tyron Harris, VP BSL Committee member and Abdul-Rahmaan I. Muhammad, Executive Director**

Pursuant to Town Ordinance (TO) 5-3, a review of the application was completed and the following recommendation is made:

- 1. the application be approved as submitted.
- 2. the application be revised, approved subject to the condition(s) set forth in the attached comments.
- 3. the application be disapproved for the reason(s) set forth in the attached comments.

- Fire Department
- Health Department
- Parks & Recreation Department
- Public Works Department
- Corporation Counsel

Anticipated Cost(s) if known \$           0          

Michael O'Connell      07/26/2023

Signature

Date

Comments:



Scott Sansom  
Chief of Police

TOWN OF EAST HARTFORD  
POLICE DEPARTMENT  
SUPPORT SERVICES BUREAU  
Outdoor Amusement Permits  
31 School Street  
East Hartford, CT 06108  
(860) 528-4401



Michael P. Walsh  
Mayor

## Administrative Review of Amusement Permit

Event Date: Saturday, September 9, 2022

Event: "Dad Hero Community Day"

Applicant: **My People Community Services, Tyron Harris, VP BSL Committee member and Abdul-Rahmaan I. Muhammad, Executive Director**

Pursuant to Town Ordinance (TO) 5-3, a review of the application was completed and the following recommendation is made:

- 1. the application be approved as submitted.
  - 2. the application be revised, approved subject to the condition(s) set forth in the attached comments.
  - 3. the application be disapproved for the reason(s) set forth in the attached comments.
- 
- Fire Department
  - Health Department
  - Parks & Recreation Department
  - Public Works Department
  - Corporation Counsel
- 
- Anticipated Cost(s) if known \$0.00

Ted Fravel

Signature

7/28/2023

Date

Comments:

**Rivera, Augustina**

---

**From:** Hawkins, Mack  
**Sent:** Tuesday, July 25, 2023 3:42 PM  
**To:** Rivera, Augustina  
**Subject:** RE: Outdoor Amusement Permit Application- Dad Hero Community Day 2023

Tina,

I have reviewed the Outdoor Amusement Permit Application for “Dad Hero Community Day” for 2023. I approve the application as submitted. Please mark the worksheet “*Extra Attention*” for the day of the event.

Thank you,

*Mack S. Hawkins*

Assistant Chief of Police  
East Hartford Police Department  
31 School St.  
East Hartford, CT 06108  
Office 860 291-7597

***Serving Our Community with Pride and Integrity***



---

**From:** Rivera, Augustina <ARivera@easthartfordct.gov>  
**Sent:** Tuesday, July 25, 2023 2:54 PM  
**To:** Burnsed, Laurence <lburnsed@easthartfordct.gov>; Fravel, Theodore <tfravel@easthartfordct.gov>; Munson, Kevin <KMunson@easthartfordct.gov>; Trujillo, Alexander <atrujillo@easthartfordct.gov>  
**Cc:** Alsup, Steve <SAlsup@easthartfordct.gov>; Browning, Craig <CBrowning@easthartfordct.gov>; Cohen, Bruce <BCohen@easthartfordct.gov>; Cummings, Kim <kcummings@easthartfordct.gov>; Davis, Robert <RDavis@easthartfordct.gov>; Drouin, Darrell <Ddrouin@easthartfordct.gov>; Dwyer, Sean <SDwyer@easthartfordct.gov>; Fitzgerald, Robert <rfitzgerald@easthartfordct.gov>; Hawkins, Mack <MHawkins@easthartfordct.gov>; McCaw, Melissa <mmccaw@easthartfordct.gov>; Neves, Paul <Pneves@easthartfordct.gov>; O'Connell, Michael <Moconnell@easthartfordct.gov>; Pelow, John <JPelow@easthartfordct.gov>; Sansom, Scott <SSansom@easthartfordct.gov>; Sasen, Christine <CSasen@easthartfordct.gov>  
**Subject:** Outdoor Amusement Permit Application- Dad Hero Community Day 2023

Good afternoon,

Attached please find both the Directors Review & Notice and the application for “Dad Hero Community Day” to be held on **September 9, 2023**. The Certificate of Insurance is included in the pdf with application. The contact is Tyron Harris, our HR Director.

MICHAEL P. WALSH  
MAYOR

# TOWN OF EAST HARTFORD

(860) 291-7220

TYRON HARRIS  
DIRECTOR  
OFFICE OF HUMAN  
RESOURCES

740 Main Street  
East Hartford, Connecticut 06108

WWW.EASTHARTFORDCT.GOV

July 20, 2023

The Hon. Mayor Mike Walsh  
740 Main Street  
East Hartford, CT 06108

Re: Dads Are Our Heroes

Dear Mr. Walsh:

My People Community Services requests to bring Dads Are Our Heroes free community day back to East Hartford.

As you know, father involvement has increased dramatically over the past several decades. Simultaneously, the role of fathers in their families has evolved from conceptions of fathers as distant breadwinners to a more holistic recognition that they are equal co-parents.

In honor and celebration of fathers and dads, My People Community Services and the Town of East Hartford will host the 5th Annual Dads Hero Community Event.

To highlight the vital role Dads play in their children's lives, key community organizations - My People Community Services, the Town of East Hartford, Gengras Volvo, the Department of Children and Families, Beta Sigma Lambda Educational Foundation Inc., and others - will partner to provide the community with a fun-filled afternoon. Field day games, entertainment, food, drinks, and fun will be.

It's all FREE!

Anyone can father a child, but being a dad takes a lifetime. Fathers play a role in every child's life that others cannot fill. Come and have a great time with other dads, families, and children! Please see the details below. We request a fee waiver for the Outdoor Amusement Permit as this is a free community event for East Hartford.

When: September 9th, 2023

Time: 11:00 am – 2:00 pm

Location: Alumni Park 1021 Main St, East Hartford, CT 06108 "Town Green"

Contact: Abdul-Rahmaan I. Muhammad, 860-416-1553 (cell)/860-656-0450 (work)

[arim@mypeople-ct.com](mailto:arim@mypeople-ct.com) or Tyron V. Harris 860-297-7222 (work) [tharris@easthartfordct.gov](mailto:tharris@easthartfordct.gov)

Tyron V. Harris- SHRM-CP, FMLA-CP, HRBP-CP  
Human Resources Director & Chief Diversity Officer

# TOWN OF EAST HARTFORD POLICE DEPARTMENT



Michael P. Walsh  
Mayor

OUTDOOR AMUSEMENT PERMITS  
31 SCHOOL STREET  
EAST HARTFORD, CT 06108-2638  
(860) 528-4401

## OUTDOOR AMUSEMENT PERMIT APPLICATION



Scott M. Sansom  
Chief of Police

**THIS APPLICATION IS DUE NOT LESS THAN 30 DAYS PRIOR TO THE EVENT APPLIED FOR**

1. Name of Event:  
**Dad Hero Community Day**
2. Date(s) of Event:  
**September 09, 2023**
3. Applicant's name, home & work phone numbers, home address, and e-mail address (NOTE: If applicant is a partnership, corporation, limited liability company, club or association give the full legal name of the Applicant):  
**My People Community Services Inc - Abdul-Rahmaan I. Muhammad-  
860-416-1553 (cell)/860-656-0450 (work)  
111 Gillett Street. Hartford, CT  
arim@mypeople-ct.com**
4. If Applicant is a partnership, corporation, limited liability company (LLC), club, or association, list the names of all partners, members, directors and officers AND provide their business address.  
**My People Community Services Inc  
Abdul Muhammad (arim@mypeople-ct.com)  
*See attachment***
5. List the location of the proposed amusement: (Name of facility and address)  
**East Hartford Town Green  
Location is Alumni Park 1021 Main St. East Hartford, CT**
6. List the dates and hours of operation for each day (if location changes on a particular day, please list):  
**September 9, 2023  
9:30am-4pm and the event is from 11:00am-2:00pm**
7. Provide a detailed description of the proposed amusement:  
**The Dad Hero Community Day is an event that highlights the importance of dads and father involvement in their children's lives. The day is filled with family focused activities, entertainment and recognition of fathers in our community that are being remarkable dads. This event started five years ago as an initiative**

8. Will music or other entertainment be provided wholly or partially outdoors?

Yes       No

a. If 'YES,' during what days and hours will music or entertainment be provided (note: this is different from hours of operation)? **September 9, 2023 from 10:30-2:30pm**

9. What is the expected age group(s) of participants?

**All ages**

10. What is the expected attendance at the proposed amusement:

(If more than one performance, indicate time / day / date and anticipated attendance for each.)

**150-250**

11. Provide a detailed description of the proposed amusement's anticipated impact on the surrounding community. Please comment on each topic below:

a. Crowd size impact:

**I believe the crowd size will be manageable and that families will come in and out of the event throughout the day.**

b. Traffic control and flow plan at site & impact on surrounding / supporting streets:

**Based on another large events in the same location, there was minimal impact on surrounding/ supporting street other than a increase in parking.**

c. Parking plan on site & impact on surrounding / supporting streets:

d. Noise impact on neighborhood:

**There will be music playing but during the middle of the day from 11:00am-2:00pm**

e. Trash & litter control plan for the amusement site and surrounding community during and immediately after the proposed amusement:

**There will be volunteers that is responsible for park clean up.**

f. List expected general disruption to neighborhood's normal life and activities:

**There may be more cars in the parking lot than a normal day.**

g. Other expected influence on surrounding neighborhood:

**Music will be played.**

12. Provide a detailed plan for the following:

a. Accessibility of amusement site to emergency, police, fire & medical personnel and vehicles:

**Applicant will follow recommendations of EM, PD and Fire and remain accessible at all times**

b. Provisions for notification of proper authorities in the case of an emergency:

**Point Person Tyron Harris HR Director EH**

c. Any provision for on-site emergency medical services:

**No. Would like EMS on site should the Fire Department deem necessary**

d. Crowd control plan:

**MPC will have 20-25 volunteers to assist with crowd control and direct the community members.**

e. If on town property, the plan for the return of the amusement site to pre-amusement condition:

**We will have volunteers to help with cleanup and clean up site to pre amusement condition**

f. Provision of sanitary facilities:  
**2 Porta Potties are already on site**

13. Will food be provided, served, or sold on site:

a. Food available:  Yes    No    AND

b. Contact has been made with the East Hartford Health Department  Yes    No.

14. Does the proposed amusement involve the sale and / or provision of alcoholic beverages to amusement attendees,

Yes     No    Alcoholic beverages will be served / provided.

If 'YES', describe, in detail, any and all arrangements and what procedures shall be employed:

a. For such sale or provision,

b. To ensure that alcohol is not sold or provided to minors or intoxicated persons.

Check if copy of the liquor permit, as required by State law, is included with application.

15. Include any other information which the applicant deems relevant (ie: time waivers and fee waiver requests should go here):

**We are requesting a fee waiver for the Outdoor Amusement Permit as this is a free community event for the town of East Hartford.**

---

CGS Sec. 53a-157. False Statement: Class A Misdemeanor.

A person is guilty of False Statement when he intentionally makes a false written statement under oath or pursuant to a form bearing notice, authorized by law, to the effect that false statements made therein are punishable, which he does not believe to be true and which statement is intended to mislead a public servant in the performance of his official duties.

a. False Statement is a Class A Misdemeanor.

b. The penalty for a Class A Misdemeanor is imprisonment for a term not to exceed one (1) year, or a fine not to exceed \$1,000, or both a fine and imprisonment.

---

I declare, under the penalties of False Statement, that the information provided in this application is true and correct to the best of my knowledge:

Abdul-Rahmaan I. Muhammad

(Legal Name of Applicant)



(Applicant Signature)

Abdul Muhammad

(Printed Name)

7/18/2023

(Date Signed)

Executive Director

(Capacity in which signing)

- (Click button to send application electronically to [ehpdpermits@easthartfordct.gov](mailto:ehpdpermits@easthartfordct.gov))

**FOR OFFICE USE**

Insurance Certificate Included:  
Liquor Permit Included:  
Certificate of Alcohol Liability Included:  
Time Waiver Request Included:  
Fee Waiver Request Included:

<u>YES</u>	NO
YES	<u>NO</u>
YES	<u>NO</u>
YES	<u>NO</u>
<u>YES</u>	NO

**Outdoor Amusement Permit Fees:**

Sport, athletic contest, musical, operatic, dramatic, theatrical or pictorial performance or other exhibitions	\$ 10/performance §5-6
Parades	\$ 25/each parade §5-6
Fireworks display or air show	\$ 25/performance §5-6
Carnival, rodeo, circus, or tent show	\$ 100/day §5-6

**Total Assessed Amusement Permit Fee**

Received By: Augustina Rivera

Employee Number: 9099

Date & Time Signed: 7/18/2023 2 : 42 AM PM

Time remaining before event: 46 days.

If roads or sidewalks will be closed to public use as a result of this event the applicant must comply with signage requirements per Section 5-4 and present a signed affidavit attesting to this at the Town Council meeting.

# MY PEOPLE COMMUNITY SERVICES

August 1<sup>st</sup> 2023

Dear Mayor Mike Walsh-

My People Community Services was established in 2014 out of the desire to do community-based, therapeutic and preventive work directly to the Hartford community. Too often, community members have to be engaged in one of the "systems" (educational, court, or social services) to meet their mental health and behavioral health needs. With that as the entry point, the community engages in services and supports the referring entity's terms rather than their conditions. Due to this introduction to services and supports, our society has become weary of social service providers and has deemed therapy and groups only useful for "crazy people." In turn, our community suffers from holding in trauma, accepting abuse, and tolerating misinformation because of the mistrust of the system and therapeutic providers. With this in mind, My People Community Services endeavors to rebuild the trust with the community through our services and supports that have been created to help individuals heal, feel supported and uplift the community as a whole.

Our Board members are:

Abdul-Rahmaan I. Muhammad

Dr. Dayshell Muhammad

Matthew Rivera

Ken Summers

Avery Gaddis

Thank you

**My People Community Services mission :**

**To develop a community that serves, supports, collaborates and succeeds, together.**



# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)  
07/10/2023

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

<b>PRODUCER</b>  <b>State Farm</b> Mario Russo, Agent 1123 New Britain Avenue West Hartford, CT 06110	<b>CONTACT NAME:</b> Cheryl Bennett <b>PHONE (A/C No, Ext):</b> 860-232-0016 <b>E-MAIL ADDRESS:</b> cheryl.a.bennett.h3uw@statefarm.com <b>FAX (A/C No):</b>																				
	<table border="1"> <tr> <th colspan="2">INSURER(S) AFFORDING COVERAGE</th> <th>NAIC #</th> </tr> <tr> <td>INSURER A:</td> <td>State Farm Fire and Casualty Company</td> <td>25143</td> </tr> <tr> <td>INSURER B:</td> <td></td> <td></td> </tr> <tr> <td>INSURER C:</td> <td></td> <td></td> </tr> <tr> <td>INSURER D:</td> <td></td> <td></td> </tr> <tr> <td>INSURER E:</td> <td></td> <td></td> </tr> <tr> <td>INSURER F:</td> <td></td> <td></td> </tr> </table>	INSURER(S) AFFORDING COVERAGE		NAIC #	INSURER A:	State Farm Fire and Casualty Company	25143	INSURER B:			INSURER C:			INSURER D:			INSURER E:			INSURER F:	
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INSURER E:																					
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<b>INSURED</b> MY PEOPLE COMMUNITY SERVICES INC 111 GILLET ST HARTFORD, CT 06105																					

**COVERAGES**                      **CERTIFICATE NUMBER:**                      **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDITIONAL SUBROGATION WAIVED	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> <b>COMMERCIAL GENERAL LIABILITY</b> <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PROJECT <input type="checkbox"/> LOC OTHER:		97-BL-Q148-9	03/24/2023	03/24/2024	EACH OCCURRENCE \$ 2,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 300,000 MED EXP (Any one person) \$ 10,000 PERSONAL & ADV INJURY \$ 2,000,000 GENERAL AGGREGATE \$ 4,000,000 PRODUCTS - COMP/OP AGG \$ 4,000,000 \$
	<b>AUTOMOBILE LIABILITY</b> <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY					COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	<input type="checkbox"/> <b>UMBRELLA LIAB</b> <input type="checkbox"/> OCCUR <input type="checkbox"/> <b>EXCESS LIAB</b> <input type="checkbox"/> CLAIMS-MADE DED      RETENTION \$					EACH OCCURRENCE \$ AGGREGATE \$ \$
	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N	N/A			<input type="checkbox"/> PER STATUTE <input type="checkbox"/> OTHER E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)  
EVENT FOR SEPTEMBER 9, 2023

<b>CERTIFICATE HOLDER</b> Town of East Hartford 740 Main St East Hartford                      CT 06108	<b>CANCELLATION</b> SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE  07-0705
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